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THE LIBRARY JOURNAL

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THE discussion in *The Nation*, reprinted in this issue, involves an interesting and important question for all libraries. For many years the Boston Public Library has been foremost in its liberal treatment of non-resident scholars, and for that liberality has won the gratitude and good words of that class. Of American libraries it was one of the first to recognize that such works as a specialist asked the loan of, if fairly used, would be limited to such books as had no popular and current demand, and that under proper restrictions that class of books might be safely sent to a distance without militating against the value of the library to Boston, to which of course its first duty was due. In accordance with this principle books have been sent to many parts of the country, and an idea has become common that it was one of the few libraries in the United States to which the scholar could successfully apply for aid. The library profession can easily understand what such a reputation led to. Requests innumerable for the loan not merely of books of little or no current interest, but for works of constant circulation and consultation. Demands for whole classes were even made, and for books which could still be obtained of the publishers. In one case it was found that a smaller library was utilizing the shelves of the Boston Public Library as an adjunct to its own, drawing from it books to be circulated among its own readers. The custom, too, became general for the loan of books by the various officials of the library, without the required action of the Board of Trustees, which the rules of the library had always demanded, resulting in much irregularity and some loss. The order was therefore given to rigidly enforce the long-established rule that required a special vote of the trustees, and from that enforcement has sprung the present controversy.

ACCORDING to the statement of the trustees no change of policy is intended by the library. The same privileges are to be accorded to students and scholars now as have been accorded in the past. But this distant circulation, always discretionary, is to be limited to genuine cases of scholars asking for books which are truly inaccessible to them. There probably would have

been no discussion of this action in an unkindly spirit had it not been for the experience of Prof. Woodberry, which certainly indicated little system and a narrow policy. It is true his original application was practically that of a non-resident, and therefore required the special vote of the trustees. But certainly it was due a gentleman of his reputation that this fact should have been explained to him, and we cannot but believe that had the trustees been applied to the slight favor he asked would have been willingly granted to him. That the library intends for a moment to refuse assistance to scholars outside of the city, except where their requests are balanced by the needs of the same class in Boston, we cannot believe.

As pointed out by Mr. J. Ben. Nichols in his article on indexing, the library catalogue has developed from a mere list of books to a practical index of title-pages, and indeed oftentimes of the general contents of many of them. For this reason all matter bearing on indexes has a practical value to the librarian, and we gladly print Mr. Nichols' elaborate and thorough article on that subject. The problem of indexing is one of the most difficult to cope with successfully in the whole question of bookmaking. Apparently the author, of all others, seems fitted for the work. Yet as a matter of fact in most cases he is incapable of making a satisfactory index because he does not understand how to select his keywords in such a way as to make his index available to another. As a consequence there have grown up in the book publishing centres professional indexers, with little gain on the whole, for they lack the special knowledge needed for the work. For so much money one gets so much index. That is, one states how much one is willing to pay, and the indexer does what he considers a fair amount of indexing in return, without any regard to the nature of the book or the needs of its users. Such a system is a satire on indexing. With exceptions, the only means of producing a successful index is either for the author to study carefully such a treatise on the subject as Mr. Nichols has written, or else to index his book under the supervision and with the assistance of a professional indexer.

INDEXING.

By J. BEN NICHOLS.

AN index is a table or list of references, arranged usually in alphabetical order, to subjects, names, and the like occurring in a book or other matter.

Indexes are useful in all cases in which there is considerable search for particular subjects the finding of which would, without an index, be difficult — in all cases in which a means of ready reference is desirable. Thus, indexes may be necessary for books, for archives and records, files of papers and documents, as in offices; professional and literary men frequently keep indexes of items of information, articles as they appear in periodicals, etc., such indexes being called *index-rerum* or *commonplace-books*. Library catalogues are extensive indexes; and the principles of ordinary indexing apply to the composition of such works as dictionaries and *cyclopædias*.

Indexes are not needed for such works as novels and poems, where reference to particular topics is never made; nor in cases where the arrangement is such as to be of itself a guide to all the matters included.

The importance of good indexes is apparent and can scarcely be overestimated. The work involved in preparing indexes is repaid a hundredfold in the facilities and saving of time afterward afforded by their use. A book without an index is like a locked chest without the key; each may contain valuable treasures, but neither can be gotten into. The sense of insecurity and uncertainty which the student feels in the use of an index on which he cannot rely is something very annoying. Nothing impairs the usefulness of a book like the lack of a proper index; and nothing enhances its value so much as being provided with one.

There are few if any branches of clerical work that require higher intellectual faculties for their satisfactory and successful performance than general indexing. To index a branch of knowledge satisfactorily requires a considerable knowledge of it, of its classifications, of its synonyms, of its species and genera. General qualities required are good taste, good judgment, and a habit of conscientiousness and of liberal and comprehensive thought. Above all, what may be called the "index sense" is required — that is, the ability to feel instinctively, at the first glance, what and how subjects should be indexed in all their ramifications; the sense that is in touch with searchers,

and appreciates just how subjects will be looked for and how to arrange so that they can most readily be found. Experience is the only school in which these qualifications can be gained.

It is remarkable, in view of the manifest usefulness of good indexes, how many books there are unprovided with them; and how many more are provided with indexes of an inferior kind which are inaccurate, insufficient, and unreliable. The trouble is not that the importance of reliable indexes is not generally appreciated, but that the work of indexing is left to inexperienced and unscientific hands. It is not generally recognized that a really good index cannot be made except by persons with special skill and special experience; that indexing is an art in itself, and it is unreasonable to expect satisfactory results from untrained hands. Not even authors are qualified to index their own work, unless they happen to possess familiarity with the principles and practice of indexing. None but the author, it is true, has such an intimate knowledge of the subject — and such knowledge is essential in indexing; but if he lack those special qualifications which are requisite in work of this kind, he cannot be depended on to make a good index.

A book now on the market and in its ninth edition contains in the index the item "Hell on earth;" on the page referred to is an account of persons kept in a constant state of anxiety and terror, the expression quoted being used to indicate in a forcible way the mental condition. Among other curiosities in the same index are the following items: "Maxim," "Quotations at beginning of chapters," "Something to avoid." More absurdly useless entries it would be difficult to make; articles and prepositions and conjunctions might as well be indexed; and yet similar instances of faulty indexing could be multiplied indefinitely.

The object of this paper is to formulate and present the guiding principles of indexing and their practical application in the preparation of the different kinds of indexes. The subject has been well and thoroughly treated from the standpoint of library cataloguers (see, especially, Cutter's *Rules for a Dictionary Catalogue*), and methods presented applicable especially to that kind of work. But with reference to the actual practical details of subject-indexing in general, aside from this, the literature of the subject is

scant, inaccessible and unsatisfactory (excepting, however, Wheatley's entertaining and instructive "What is an Index?"). The general indexer has comparatively little use for author and title entry, which are the all important factors in library cataloguing, but must base his work pre-eminently upon subject-entry. The methods here detailed rest upon that basis, are presented from the standpoint and with a view to the needs of the general indexer, and are designed not only as an elementary exposition of the principles and practice of indexing for the use of those little versed in the art, but also as a guide or rule of practice in some of the cases which present difficulty to persons more experienced in the work.

By *subject* is meant any event, place, person, fact, relation, topic, or anything which may be an object of thought and may become an object of search. Corresponding to each subject in the text or matter indexed is an *entry* in the index expressive of the subject and indicating the place where it can be found. Sometimes, for the sake of completeness and compactness, and to avoid unnecessary duplication of entries, instead of making a number of entries under a certain heading, a *cross-reference* is made from it to another heading where all the entries are made.

The word or words in an entry indicating the subject and determining the alphabetical position, the expression for which the searcher looks, is called the *heading*. Numerous entries relating to the same subject may be grouped under one heading, expressing the subject in the briefest and most general way; the term in this sense, applied to the designation of a subject at the head of a group of entries and fixing the alphabetical place of the group, has a somewhat specialized meaning, as in blank-book indexes. To "index under a certain word" means that that word is put first in the entry and becomes the heading.

Author-entry is entry under an author's name of works or articles written by him.

Title-entry is entry of a work or article under its title.

Subject-entry is entry of a subject under the word or expression which is the best designation of the subject, irrespective of any title actually used.

By *searching* is meant the consultation and use of an index after it is completed.

The main principles and rules of indexing are presented in a more or less categorical way in the following sections. The methods presented are not merely arbitrary and dogmatic, but, like

all the best methods of human arts, are based upon the best and most general and approved practice and the results of experience. In particular cases it may be necessary to adopt some arbitrary rule, simply for the sake of having a definite method to follow; but whether any particular rule is the best that could be formulated or not is hardly a matter of so great consequence as that there should be a rule to go by, so that system and uniformity may be secured. It is not at all supposed that all problems that arise can be solved by any mere set of rules; or that rules can be presented applicable to all cases without exceptions and modifications; or that they could or should always be followed out rigidly. Mere rules in themselves alone cannot accomplish much; it is when they are applied with experience and practical good judgment that they produce useful results. The best outcome from such a set of rules is the development of the general principles underlying the whole system which, once fixed in the mind and properly applied in doubtful cases, will secure rational and satisfactory results. The principles and rules here presented afford, it is believed, a practical and rational basis for indexing, and will meet many of the cases and difficulties arising in actual practice.

1. In preparing an index it should be constantly borne in mind what and how use of it is to be made when completed. The mere preparation of an index is a temporary affair; but when completed it is permanent and to be permanently used. An indexer should not consider the trouble and work to which he is put; he should endeavor to secure, with the means at hand, the greatest saving of labor and time on the part of the large number who are to use his index. The value of an index is proportionate to its usefulness, to its capacity to fulfil the purpose for which it was prepared. The indexer can secure the greatest possible utility of construction and arrangement only by putting himself in the place of all kinds of prospective searchers and users, and indexing accordingly. Valuable indications and hints may also be gained from actual experience, as where, in the keeping of a current index, the needs of searchers are shown by the character of the actual calls made upon it.

2. In each case a well-considered and well-defined plan of indexing must be determined upon in advance and followed throughout. This is necessary to secure completeness and consistency, to avoid misleading searchers, and to keep the size of the index within proper limits. The

length of an index depends upon the minuteness and detail to which the subjects are indexed, and upon the fulness of the entries. It is necessary in advance to fix a degree of minuteness and detail to which the work shall be carried, and to settle the style of the entries.

3. Consistency and uniformity are very desirable throughout an index. Consistency, besides being necessarily a part of a well-ordered system, tends to prevent mistakes; in an index which lacks uniformity of composition, a searcher, finding one arrangement in one case and not the same arrangement in another similar case, may thereby be erroneously led to suppose that the index contains nothing on the latter subject.

4. It is, however, quite impossible always to follow rigidly any plan or system. The judgment of the indexer will be constantly exercised in the discrimination between and settlement of fine points. A certain amount of latitude and elasticity must always be admissible, and much must be left to the good sense of the indexer. Moreover, a system need not be slavishly followed out in all its ramifications to a useless degree, simply for the sake of the system. The great end and aim of an index is to enable full and easy finding of subjects; whatever does not contribute to its purposes is useless and should be eliminated.

5. Index every subject, everything relating to every subject, every time it occurs, to the fulness contemplated by the plan followed.

The omission of any entry which should have been made or could have been reasonably expected, may seriously mislead a searcher or cause a loss of time in finding what is wanted. The discovery of the omission of a single entry is sufficient to cast suspicion upon the reliability of a whole index.

6. Index each subject under as many headings as may be necessary to make reference easy and complete, using cross-references where they are in order. Great judgment should be exercised to determine the full and true bearings of every subject.

Thus, index an item relating to "freight traffic of railroads in New York and Pennsylvania" under Freight, New York, Pennsylvania, Railroads, etc.

In a very full index "suspended animation" might be indexed under headings, with cross-references, as follows, the full entries being supposed to be made under the heading Suspended animation:

Animation, suspended. *See* Suspended animation.

Biology. *See also* Suspended animation.

Dormant vitality. *See* Suspended animation.

Hibernation. *See also* Suspended animation.

Life. *See also* Suspended animation.

Suspended animation.

Vitality. *See also* Suspended animation.

As many entries, not one merely, should be made as will present the subject in all its phases. The index should contain every heading under which searchers would reasonably look to find the various subjects, or without which the references would be incomplete and the finding of some subjects difficult or impossible, including even incorrect and unusual designations when apt to be looked for. Usually the more vague a subject is, and the more indefinite the names applied to it, the greater the number of headings under which it will be necessary to index it, and *vice versa*.

7. While full indexing is necessary, yet economy of labor, time, and space should be sought, where possible without impairing the index, by omitting useless matter and avoiding unnecessary work and unnecessary duplication of work. The indexer should be practical, and omit entries and headings which will never be looked for and features that will never be used.

8. As a subject is newly encountered the indexer should first carefully determine just what the exact subject is, and then how best to express it; select the headings and entries—all those under which search is likely to be made—that best express the meaning. Whenever the same subject occurs afterward enter under the same headings. If there are several synonymous headings equally eligible, select one of them for entry, and make cross-references from the others to it. The language of the text, and least of all of titles (except in title-entry), need not be followed, and should never be slavishly followed, in the wording of the headings and entries; these should express in the most exact (fine shades of meaning being considered), the plainest and briefest way possible the actual subject; the entries should be reduced to their simplest form, and, if possible, to a single word.

Thus, an article treating of the Louisiana Lottery but entitled "The Degradation of a State," should be, for subject-entry, indexed under headings as follows, irrespective of the title, which in this case has no significance in itself:

Lotteries, in Louisiana.

Louisiana, lotteries in.

Louisiana Lottery.

9. Index a subject under its specific name (specific entry) rather than under the name of a class which includes it (class-entry); but in many cases cross-references or full entries should also be made under the class, so that the entries under the class will show at a glance all that the index contains relating to the class.

Thus, index under

Chloroform,
Cocaine,
Ether,
Methyl bichloride,

with general entry or cross-reference under Anesthetics, to indicate all (including new or uncommonly-used articles which the searcher wishes to find, but whose name he does not know or cannot remember) that the index contains on that subject.

Endeavor to avoid using headings under which there will be a large number of entries, unless such headings are indispensable; such masses of entries are tiresome to look through and are frequently of little or no real utility. Enter rather under the specialized, salient headings.

10. When a subject is indexed in several entries, each entry should contain only matter pertaining to itself or its own heading, and should not contain matter pertaining to some other entries but not at all to itself. This principle applies to subject-entry, but not to title-entry.

Thus, an item relating to "Railroads in New York and Pennsylvania" should be indexed as follows:

New York, railroads in,
Pennsylvania, railroads in,

not

New York and Pennsylvania, railroads in,
Pennsylvania and New York, railroads in.

11. Headings identical in form but different in meaning (homonyms) should, with the entries under each, stand separate. Explanatory phrases may be added in parentheses or otherwise to distinguish them.

Thus, entries under the heading Instrument, meaning a writing or document, should stand grouped by themselves, separate and distinct from entries under the same word used to signify a mechanical implement.

12. The character of the matter indexed, the qualifications of persons likely to consult it, and the class of headings apt to be looked for, must be taken into consideration; and these elements should largely determine the nature of the index. In a work treating a branch of knowledge of limited extent and with great detail, specific en-

try becomes highly important, to the diminution of the need for class entry; while in a work containing but little along particular lines, class-entry increases in importance. Likewise, the factors in a case may require preference and prominence to be given to certain classes of subjects.

Thus, in a geographical work places would have preference and especial attention in indexing; in general scientific works, the subject. "Geology of New York" in the former would be especially indexed under New York; in the latter, under Geology. But entry should be made under both, if necessary.

Also, in a work solely upon New York the index would hardly contain the heading New York, but all the matters treated would be indexed under their respective names; while in a work treating of that State only in part subjects relating to it would rather be indexed under the class-heading New York.

13. The entries should always be sufficiently definite and comprehensive to cover the subject exactly; and at the same time they should be as brief, compact, and sententious as possible. All superfluities should be avoided, style and language condensed, everything omitted that can be dispensed with, while at the same time brevity should not be carried to such an extent as to impair intelligibility and comprehensiveness.

Each entry and each reference should show with sufficient explicitness just what is referred to, so that each may be distinct from all others; a mass of references grouped in an omnibus fashion under a heading without any other means of differentiating them than the laborious task of looking up all the places referred to in the text or matter indexed, is quite intolerable. Where, however, a subject, especially the name of a person, is frequently mentioned in an incidental and unimportant way, references thereto in the index may be grouped in a mass under the omnibus heading Alluded to.

The fulness and length of entries will depend upon the plan followed and the amount of matter indexed. Entries constructed more or less on an encyclopedic style will naturally be full. Usually, the more voluminous the matter indexed and the greater the number of entries on the same subjects, the greater will be the fulness and length of entries required, in order to make the exact distinctions between the items. Entries relating to vague and indefinite subjects are usually difficult to express with the brevity and conciseness possible when the subjects are more specific and have definite names.

14. Abbreviations are admissible in an index to a greater extent than elsewhere; but they should be used sparingly and cautiously, and not to such a degree as to be a constant puzzle and nuisance to searchers. Only an urgent necessity for economy of space, time, or expense should justify the profuse use of abbreviations the meaning of which is not easily apparent. The use of a long and complicated list of abbreviations, many obscure and ambiguous, brings sorrow and dismay to the uninitiated searcher, and he is put in danger of error and forced to spend valuable time unravelling the mystery of mutilated words, either by ingenious guessing or by tedious and constant search for a table explaining them, which, alas, too often cannot be found. Any table of abbreviations, etc., used should be accessible, with, if possible, a note on each page referring to it.

15. The necessities of alphabetical arrangement frequently require the language of an entry to be expressed out of its natural order, so as to bring some word first not naturally first. The words should be so transposed and arranged and the language so altered, if necessary, that the entry may be as smooth as possible and *not ambiguous or difficult to understand*.

When words intimately connected in the construction must be separated, as an adjective from its noun, a forename and titles from the surname of a person, they should be kept as near together as possible, the balance of the entry being transposed to the last.

Thus,

Revolution, American, decisive battles of,
Smith, Capt. John, travels of,

not

Revolution, decisive battles of American.
Smith, travels of Capt. John.

When there are no reasons to the contrary, the entry as it would stand in its natural order may be divided into two parts just before the word to be brought first, and the first part transposed bodily after the second.

Thus, arrange "Construction of railroads in United States"

Railroads in United States, construction of.

16. In printed indexes each heading or entry should be in "hanging indentation;" that is, the first line of each should begin flush with the left side of the page or column and each succeeding line should be indented.

17. When there are several entries relating to and indexed under the same subject, a very satis-

factory arrangement is to put them under one heading, the briefest and most general designation of the subject, placed at the beginning of the group of entries pertaining to it. The heading is placed flush with the left margin of the page or column. The entries following the headings are indented; if economy of space is necessary the entries may be set solid; but it presents a better appearance and is not so fatiguing to examine to have each entry to begin a new line (indented), leaving a whole line also for the heading. In addition to indentation, it is well in large indexes to put the entries in a smaller and less prominent print or handwriting than the headings, for the purpose of emphasizing the distinction between them. This method of arrangement is about the only one practicable in blank-book indexes; it has little application to card indexes; and it is mostly in printed indexes that there is great latitude in the methods of arranging groups of entries on the same subjects.

These points are illustrated by the following:

Adulteration:

Laws against.....	7
Of beer.....	163
Of butter.....	17
Of coffee.....	35
Of honey.....	199
Of milk.....	118
Of oils.....	75
Of wine.....	150

Set solid the above would appear thus:

Adulteration: Laws against, 7; of beer, 163; of butter, 17; of coffee, 35; of honey, 199; of milk, 118; of oils, 75; of wine, 150.

The heading should be repeated at the top of each new column or page, followed by (continued).

The heading should not be repeated in any of the entries under it if it is possible to omit it.

To secure this result the entries should be so worded as to smoothly suggest the subject without directly mentioning it; but when this cannot be done, and it is necessary to repeat the heading in the entry, the heading should generally be omitted and in its place there should be inserted instead a dash, a comma (except at the beginning), or the initial letter or letters of the heading; sometimes, especially before a colon, semicolon, or period, the sense is sufficiently plain if no point at all is used to indicate the omission of the heading. As a last resort, when any of the above methods would be unbearably awkward, the heading may be repeated in full.

Thus,

Canals:

- Traffic on, in Canada.
- or Traffic on—in Canada.
- or Traffic on C. in Canada.
- or Traffic on Canadian.
- or Canadian, traffic on.
- etc.

A method different from that just outlined is frequently practised, as follows: When a number of consecutive entries begin with the same word (unless it be the same personal name belonging to different individuals), that word is omitted in all after the first and a dash or simple indentation used instead. This plan may at times be the best; but it is apt to confuse searchers; and the multiplication of dashes sometimes practised, however clear they may be to the indexer, is often obscure to others. It is believed that the use of headings as detailed above is more definite, more compact, neater, less confusing, and has the incidental desirable feature of throwing the items together, as it were, into classes. Blank-book indexes are quite necessarily made up entirely of entries grouped under headings.

18. Where the class of indexing may render it desirable, as in an index to a periodical, the name of the author may be inserted in the entry after the subject; in an index extending over a series of years, the date also; and, in general, so many of the features of library cataloguing as the case may justify may be introduced.

19. Title-entry is made to enable an article or book to be found when its title is known. It is applicable only to indexes of periodicals, society transactions, and the like, where there are various articles by different authors—to work partaking of the nature of library cataloguing; and the special principles of the latter art should be applied in these cases.

As the title must be known to be looked for, it need be indexed but once as a title. All unnecessary words and surplusage should be omitted from titles, care being taken to leave them distinctive; explanatory or supplementary additions may be inserted, in brackets, in the body of a title given as such; and the words should, with the exceptions indicated below, be preserved in their natural order. Index under the first word of the title, omitting or transposing initial articles, serial numbers, undistinctive introductory expressions (as *Account of*, *Treatise on*), etc.; biographical or critical titles may be indexed under the name of the person treated of.

The name of the author, and such other information as may be necessary, should be included

in the entry. Cross-reference from important words in the title after the first is unnecessary, as the subject-entries complete the indexing.

Such works as novels, poems, etc., should be indexed only under the first word of the title not an article, even if that first word be a forename, no entry at all being needed for the surname, for the reason that the title must be and is almost universally known in full.

Examples:

- Guy Mannerling. Sir Walter Scott. Boston, 1890. 12mo.
- Natural Law in the Spiritual World. Henry Drummond. New York, 1890. 12mo.

20. In author entry, under the name of the author should be entered the titles (treated as indicated in the previous section) of works or articles by him, with an explanation added in brackets if the title be not sufficiently definite. The imprint is added in library catalogues; such data as is necessary may be inserted.

Thus,

- Balestier, Wolcott. Reffey.
- Stanton, Theodore. The Quorum in European Legislatures.

Title and author entry, treated in the three foregoing sections, pertain especially to library work, and for further details along these lines reference should be made to treatises on cataloguing.

21. Quoted statements may, if desirable, be indexed under the real author's name, adding (quoted).

22. Difficulty at times arises in getting a satisfactory arrangement when a heading, representing a single indivisible fact or idea, can at its briefest be expressed only by several, two or more words. The question is, when the subject or heading consists of several words, under which to enter it, how best to express it, and how to manage so as to index fully with the least amount of unnecessary work.

a. Unless there is reason to the contrary (as indicated below), always preserve the natural order and enter under the first word of the phrase-heading.

Thus,

- Alimentary canal.
- District of Columbia.
- Medical jurisprudence.
- United States of Colombia.

b. If any one word contains the most prominent or most specific part of the idea, or plays the most important part in the meaning, trans-

pose so as to bring that word first and index under it.

Thus,

Ghent, treaty of.
Justice, Department of.
Potomac, Army of the.

c. If there are two or more words of equal or co-ordinate prominence and importance in the meaning, each presenting different aspects of the one general idea, make similar entries in full (or similar cross-references) under each word.

Thus, for "War between United States and Mexico (1846-48)," make similar entries under

Mexico, war with United States (1846-48).
United States, war with Mexico (1846-48).

d. Some cases can be satisfactorily arranged by entering under a simple and suitable synonym, or under the name of a class containing the subject, proper cross-references being made.

Thus, "War between United States and Mexico" might well be indexed under Mexican War (1846-48), with cross-references to that heading from Mexico and United States.

e. Make sufficient cross-references to the one word or arrangement of a heading under which the entries are made from the other important words or arrangements.

Thus subjects like "Alimentary canal" or "Political economy" would scarcely be looked for under "Canal" or "Economy," and cross-reference from those words would be useless. But if headings like "Medical jurisprudence" or "United States of Colombia" are apt to be looked for under "Jurisprudence" or "Colombia," cross-references should be made as follows:

Colombia, United States of. *See* United States of Colombia.

Jurisprudence, medical. *See* Medical Jurisprudence.

23. Foreign name of places, persons, etc., should generally be indexed under the corresponding English forms of the names (as Bavaria for Bayern, William for Wilhelm). Foreign names rarely translated into or thought of by their English equivalents should, however, be retained in their foreign form (as Giovanni, not John).

24. Index names of capes, forts, lakes, mountains, etc., under the distinctive name and not under the prefix Cape, Fort, etc.; but when the prefix is properly a part of the name, especially in names of towns, index under it. Make cross-references in doubtful cases.

Thus,

Kearny, Fort.
May, Cape.
Ontario, Lake.
Terrebonne, Bayou.
Washington, Mount.

But,

Cape May City.
Fort Wayne.
Gulf of Mexico (?).
Lake of the Woods (?).
Rio de Janeiro.
Rio Grande (?).

25. Index ordinary names of persons under the surname, letting the personal title and forenames or initials follow immediately.

Thus,

Anthon, Charles, LL.D.
Meade, Maj.-Gen. Geo. G.
Scott, Sir Walter, Bart.
Thomas, Mrs. S. B.

26. If known, enter under the real name of a person, making cross-references from pseudonyms or aliases. Also make needed cross-reference between maiden and married names.

Thus,

Clemens, Samuel (pseudonym Mark Twain).
Twain, Mark. *See* Clemens, Samuel.

27. Index names of persons under the Christian name or forename when they are generally known by such names, as in the case of popes, saints, sovereigns, princes, ancients, etc. Make such cross-references from family names and names of countries and places as are necessary.

Thus,

Albert Edward, Prince of Wales.
Pius IX., Pope.
Thomas, Saint.
Vergilius.
Victoria, Queen of England.

28. Index noblemen under the titles, with cross-reference from family names; index bishops under their proper surnames.

Thus,

Dorset, Charles Sackville, Sixth Earl of.
Sackville, Charles, Sixth Earl of Dorset.
See Dorset, Sixth Earl of.
Whitgift, John, Archbishop of Canterbury.

29. Surnames preceded by prefixes such as A, De, La, Mac, St., Van, etc., if English or thoroughly Anglicized, should be indexed under the prefixes, the prefixes being quite inseparable parts of the surnames. French names, if preceded by prefixes consisting of an article or word containing one, Des, Du, L', La, Le, should be in-

dexed under that prefix; otherwise, the prefix should be transposed (Cutter). In other foreign languages prefixes (especially D', Da, De, Van, Von, etc.) not an inseparable part of the surname and not constantly used with it should be transposed. Cross-reference may be made, sparingly.

Thus,

De Haven, Hon. J. J.
Humboldt, Alexandre de.
La Fontaine, Jean de.
St. John, John P.
Ten Eyck, Wm. S.

30. The rule for indexing compound surnames of persons (such as Solis-Cohen) usually given is to index English names under the last part, foreign names under the first part of the name. Frequent exceptions arise, as when the person is largely known under the part which by this rule would not be put first. Make sufficient cross-reference.

31. If a forename is known in full, it should generally be used in preference to a simple initial.

Thus, Smith, Charles, rather than Smith, C., if the C. stands for Charles.

32. Index firms under the first surname, making cross-references from names of other persons included in the firm name.

Thus,

Humphreys, C. B., and Company.
Jones and Smith.
Robinson, The Geo. B., Company.
Smith, Jones and. *See* Jones and Smith.

When two (or more) persons are associated for a common object like authorship, not so intimately as in a corporate firm, it is probably better to make full entry, rather than cross-reference under each. Both names should be included in each heading, and arranged thus:

Kipling, Rudyard, and Wolcott Balestier.

33. The author of official publications or reports — branches of government, societies, conventions, committees, corporations, etc. — is the particular body promulgating them, under the name of which author-entry should be made. Cross-references or full entry should be made under the names of individual writers where they are important contributors to such publications.

34. Where branches, executive, legislative, or judicial (courts), of a government (national, State, county, or municipal) occur as subjects of headings, index under the name of the government, country or place.

Thus,

Minnesota, Supreme Court of.
New York, Attorney-General of.
Ohio, legislature of.
Philadelphia, Pa., mayor of.
Schuylcr County, N. Y., school commissioners of.
Tennessee, militia of.
United States:
Army of.
Justice, Department of.
President of.

Exceptions to this rule may be made in government work, in favor of that government only, where there are large groups of entries under offices and branches of it, by entering directly under the name of the office or branch and not under the name of the government.

Cross-references should be made where necessary, and pains should be taken to enable offices to be easily found whose names change, or whose exact designations may not be definitely known to searchers.

Preference should be given in entry to the name of an office or bureau over the department of which it may be a subdivision.

Thus, index under

United States Bureau of Education,
rather than under

United States Interior Department: Bureau of Education.

Officially it is frequently difficult to make a distinction between a government department or office (as Department of Justice, Headquarters of the Army) and the official title of the officer in charge (as Attorney-General, General commanding the Army); and the two terms are usually for indexing purposes practically synonymous. In such cases, as a general rule, enter under the name of the department or office and make cross-reference to it from the title of the official head, on the principle that the office transcends the officer. In the uncommon cases where a distinction is necessary, it should be made.

In some cases, however, there is no name of the office, but only a title of the officer in charge (as Commissioner of Charities of the District of Columbia, President of the United States); the title should in such cases of course be used as the heading.

Entry of official matters under the personal name of a sovereign or public officer should not be made, usually, except where (as in the case of army officers, members of legislative bodies)

there is no particular official title or it is held in common by many persons. Cross-reference may be made, if necessary, from the personal name to the official title.

Thus,

Calhoun, Hon. John C., Secretary of War.
See United States War Department.

Purely personal matters relating to such public officers should, of course, be indexed under their personal names only.

35. Index historical events and other matters pertaining to a country or place under the name of the country or place, except where the matter concerning the locality in question comprises a large or the entire portion of the matter indexed. But when a historical event or similar subject has a particular name of its own by which it is generally known (as Declaration of Independence, Monroe doctrine, Dred Scott decision), entry may be made under it as the heading, with cross-reference from the name of the country. Events affecting more than one country (as wars, treaties) should be entered under each.

36. Index business corporations under the legal corporate name, using the words in their natural order, and transposing an initial "the."

37. Index churches, local societies, institutions, newspapers, etc., under the name of the place where they are located, except such as have distinctive names by which they are generally known.

Thus,

Augusta, Ga., high school.
Chester County, Pa., Historical Association.
Cleveland, Ohio, Bank of Commerce.
Harrisburg, Pa., Board of Trade.
Portland, Oregon, Second Baptist Church of.
Saint Paul's Cathedral, London.
Syracuse, N. Y., Daily Journal.
Washington, D. C., Columbia Athletic Club.

When it is desired to bring all societies or institutions of the same kind (as all the Young Men's Christian Associations, all libraries, athletic clubs, etc.) together, entry may be made as above with additional entry or cross-reference under the general designation.

38. Index non-local or national societies and institutions, political parties, universities, etc., under the official name of the body; sometimes under country. Make full cross-references, as from name of country, from the place to the name of a university, from headings indicating the objects and functions of a body to that where entry is made, and such as will enable an organization to be found by persons who may not know its exact name.

Thus,

Advancement of Science, American Association for. See American Association for the Advancement of Science.

American Association for the Advancement of Science.

Cornell University.

Democratic party (United States).

Ithaca, N. Y., Cornell University at. See Cornell University.

Science, American Association for the Advancement of. See American Association for the Advancement of Science.

United States, democratic party. See Democratic party.

39. Index conventions under the name of the organization or the place; make full cross-references, as indicated in the previous section, care being taken that all and any conventions of any organization can be readily found.

Thus,

Geographical Congress, Third International, at Venice, 1883. See International Geographical Congress, Third.

International Geographical Congress; Third, at Venice, 1883.

Venice, Italy, Third International Geographical Congress at, 1883. See International Geographical Congress, Third.

40. Index committees under the name of the body to which they belong.

41. Index matters relating officially to officers of corporations, societies, or other bodies, under the name of the organization, cross-reference being made, if necessary, from the personal name of the officer.

Such matters as annual addresses by presidents of scientific and similar societies pertain, however, rather to the individual than to the officer, and should be indexed accordingly.

42. Petitions not emanating from an organization as a whole should be indexed, for author-entry, under the name of the place, or class, or body (whichever is most characteristic), to which the signers belong. The use of the name of the first signer for indexing purposes does not mean much, and has little real utility; the important consideration in such cases is that common interest or concern of locality or business which impels men to unite in petitions and protests.

43. Index names of vessels named after persons, in which the surname is used in full, under the surname; in all other cases index the name in its natural order, under the first word.

Thus,

Colonel Joe (steamer).

Ellen R. (tugboat).

Grant, Gen. U. S. (schooner).

Mary Jane (lighter).

44. In any case in which cross-references are

in order, if there are but one or a very few entries under any heading from which cross-references would be made, it is a question whether it would not be advisable to make those entries in full under the heading instead of making the cross-reference. It is little saving to the indexer to make cross-reference from a heading which would have but one or two entries under it; and it would be a decided gain to the searcher. The difficulty is that at the time a cross-reference is made it is usually difficult to determine just how many entries would arise under the heading afterward; in some cases, also, cross-reference only should ever be made, as from an incorrect to the correct designation.

45. Make cross-references from all synonyms (or all likely to be looked for) to the heading under which entry is made.

Thus,

Drunkenness. *See* Intoxication.
South Sea. *See* Pacific Ocean.

46. Make cross-references from incorrect, old, foreign, or unusual designations or forms of spelling, if apt to be looked under, to the correct ones where entry is made.

Thus,

Cherubusco. *See* Churubusco.
Wien. *See* Vienna.

47. Make cross-references from subjects to cognate or kindred subjects and to opposites, from genus to species, species to genus, etc., in all cases where such references will facilitate searching or where they are necessary to direct the searcher's attention to matter relating to the subject more or less indirectly.

Thus,

Architecture. *See also* Engineering.
Art. *See also* Esthetics.
Engineering. *See also* Architecture.
Esthetics. *See also* Art.
Intemperance. *See also* Temperance.
Temperance. *See also* Intemperance.

Care should be taken not to "close up" headings improperly (see sections 48 and 50).

A general reference may be made from a heading to its subdivisions without specifying all the particular items.

48. Subjects which are cognate, but not synonymous, should have full entries made under each with a reference ("See also") to the others simply to call attention to their existence; that is, of co-ordinate subjects, none should be subordinated to any other by "closing it up" by making such a cross-reference to the other as precludes entry in full under itself. Co-ordinate subjects should all have like treatment.

49. Do not make a cross-reference to a heading under which no entries are made, but from it.

50. In making cross-references, use the word "See" when there are or are to be no other entries under the heading from which reference is made (in which case that heading is said to be "closed up"); when there are or may be other entries under this heading, use "See also." A careful distinction should be made in the use of these two expressions.

51. All headings should be in uniform type. In large indexes (but not in small ones) the headings, or their first or leading words, may well be put in a heavier, more prominent type or handwriting than the body of the entries. Any type so used should be tasteful, and not be too bold or too greatly in contrast with the rest of the matter; italics are barely suitable for this purpose; small capitals may do very well; the best is a heavy-face type if not too bold.

The "See" and "See also" in cross-references should be in different type from the headings. If the headings and body of the entries are all in uniform Roman, these expressions should be italicized. If the headings are in heavier type, the "See" and "See also" may be in the same type as the body of the other entries; and in this latter case the heading following the "See" (that to which reference is made) should also be in heavier or different type, though preferably less prominent than the main heading (that before the "See"). The sentence beginning with "See" should not be put in parentheses.

The heading to which cross-reference is made should be arranged in the same order as where it occurs as the main heading.

Examples:

Twain, Mark. *See* Clemens, Samuel.
Twain, Mark. *See* **Clemens, Samuel.**
Twain, Mark. *See* Clemens, Samuel.

better than the last two:

Twain, Mark. *See* Clemens, Samuel.

52. The places or numbers of pages, paragraphs, etc., referred to in the entries must be perfectly intelligible and accurate. These references should be pointed enough so that the place can be found easily with as little further hunting as possible; that is, refer not to long chapters, which will require much hunting through to find the place wanted, but rather to pages, etc., which are shorter.

In order that such references may be distinctly intelligible, a plain explanation should appear on each page, so that it may be distinctly understood what the numbers refer to, whether to pages, sections, numbers of papers on file, etc.; volumes, books or periodicals referred to should be indicated so plainly that mistakes cannot occur.

The importance of absolute correctness of ref-

erence is manifest. If a reference, for instance, is found to be incorrect, the searcher is put to the aggravating trouble of hunting up the correct place, if, indeed, he be able to find it at all. An incorrect reference is little or no better than none at all. Errors of this kind are apt to occur in revising editions of books, where the text is altered without corresponding changes being made in the index. It would seem to be superfluous to call attention to this point; yet the frequency of the occurrence of incorrectness of references justifies emphasizing the point that the utmost pains should be taken to insure absolute accuracy.

53. If the references are numerical, if the index is short and arranged in wide columns or the full measure of the page, the numbers may be set on the right-hand margin and connected with the corresponding entries by leaders. If the entries and references are long, if the index is in narrow columns, and is in places solid, the references should be separated from the rest of the entries by commas only.

See examples under section 17.

54. If a work is in several volumes the reference should indicate the particular volume by Roman numerals unless the number of volumes is too large.

55. A work in several volumes should, if possible, have in each volume an index for the whole set and not one for the volume separately. An index to the whole should at least be in the last volume.

56. In cases where there are distinct classes of subjects in matter indexed separate indexes are sometimes made for each class, such as an index of authors and one of subjects; or an index of drugs and one of diseases in works on therapeutics. The multiplication of indexes in this way is not to be commended; it does not often, if ever, present any advantages, while it is always a complication and liable to mislead. Consolidation into one comprehensive whole is the most desirable system.

57. Arrange the entries alphabetically, a rational system of alphabetical arrangement or "alphabetizing" being followed.

Arrangement other than alphabetical, such as chronological or numerical, can, if desired, be readily provided for.

The following hints for searching indexes may be useful: First, look under the proper designation of the subject in question, and then under its synonyms; second, look for headings that contain the subject; third, for headings which it contains; and last, look under cognate and related subjects.

As to the mechanical or clerical methods of notation, construction, and arrangement of entries, indexes may be divided into three characteristic classes: (1) blank-book indexes, in which the entries are inserted directly in books according to some convenient arrangement to facilitate reference; (2) card indexes, in which entries are made on separate cards, which are then arranged alphabetically and filled conveniently for examination; and (3) printed indexes and their like, containing a complete set of entries finally arranged and crystallized, to which no additions are to be made, such as the ordinary indexes printed with books. Only the first two varieties mentioned can be prepared at the outset; the third must be compiled from an index first drawn up in one of the other forms.

The selection of any of these methods must be made by the indexer upon the requirements and circumstances of the case. "Current indexes" — that is, indexes in which entries are being continually and indefinitely made from matter constantly being received, as indexes of papers coming in an office, of articles in current periodicals, of books in a library, an index-rerum, etc. — must be in one of the first two forms. Their comparative advantages and disadvantages are given below.

Blank-book indexes. — This class comprehends manuscript indexes in which the entries are made directly in books according to some plan by which reference is facilitated. Such indexes may be kept in a great variety of ways, only the best of which will be presented here.

In the best forms, the entries are made under headings inserted in alphabetical order, as nearly as is practicable, in books suitably arranged for the purpose. A blank-book to be properly arranged for this method of indexing must be strong, of suitable size, and should be paged, and the space of which it is composed should be divided and allotted among the different initial letters or such "combinations" of the first two, three, or more letters which it is expected that the subjects to be indexed will begin with, as Aa, Ab, Ac, Ad, etc., Ba, Be, Bi, Bl, Bo, Br, Bu, By, etc. The space allotted the combinations must not be equal, but proportionate to the space which it is calculated will be required for the entries under them respectively.

The number of initial letters to which the combinations should be carried must depend upon the size of the book used. Thus it will usually suffice to divide up indexes of moderate

size, consisting of not over, say, 400 pages, among two-letter combinations; in indexes of larger size the more important three-letter combinations should be duly introduced; while books exceeding, say, 1200 pages must be divided up among combinations of three and more initial letters. It is extremely desirable that a distinct and specific combination, different from other adjacent combinations, should be provided for every two pages.

Tags on the margins of the leaves to aid in finding the combinations are a great convenience, and are in fact almost indispensable.

The best books that can be obtained for indexing are manufactured and admirably arranged for their purpose by dealers* in this class of supplies; indexes for special purposes are also made to order by these firms. Many of these manufactured index-books contain numerous special devices for convenience and utility, are constructed with great strength, and are neatly arranged according to the best principles.

The book for the purpose being prepared, the headings expressive of the subjects are entered, as they are encountered in the course of indexing, in prominent handwriting in the space allotted to their respective initial combinations; thus, Digestion would be inserted in the space allotted for words beginning with Di. All entries relating to each subject must then, as they arise, be inserted under the proper heading. Sufficient space must be left after each heading to allow for all the future entries which it is calculated will be made under it; if the same space left in this way become filled, the subject is transferred to another place where there is room, reference being made from each place to the other.

Effort should be made to arrange all the headings inserted under each combination as nearly alphabetically as possible. To do this will require much judgment on the part of the indexer, and with the best of calculation slight, but not serious, deviations from the strict alphabetical order will be inevitable. Thus, in entering the heading Digestion, space must be left before and after it for other headings beginning with Di which alphabetically precede or follow the word Digestion. Of course no headings must be entered under other initial combinations than their own, except where absolutely required by necessity, when proper references should be made; thus all words beginning with Di must be entered under Di, not under Do, etc. But if the space allotted a combination should become entirely filled, further headings must be entered else-

* Such as the Burd Index Company, Hartford, Connecticut.

where, a reference to the place always being made in the margin under the correct combination; thus, if the space under Di be all filled other headings beginning with Di must be inserted elsewhere, reference to the page or place being made in the margin under Di.

The supposititious page from an index of medical articles [printed at the end of this article on page 419] is given as an illustration of the methods and points above indicated. As further items under any of the subjects given below might be met with, similar entries would be added in the proper places.

Indexes of this kind are well adapted to current work, such as public archives, files of papers, articles in magazines, etc., and are quite satisfactory for such purposes.

The comparative advantages of a blank book index over a card index are that it can be kept with less labor than can a card index. It is generally easier to use; a mass of entries and headings on a page can be glanced over much more easily and rapidly than a corresponding number of cards can be handled and read. There is not the danger of loss or misplacement that exists in a card index. Book indexes are less bulky and more easily disposed of than card indexes.

On the contrary, the comparative disadvantages of the book index to the card index are that it is not so elastic; it does not admit of the absolute alphabetical arrangement, of the fulness of entry, or of the elimination and destruction of unnecessary portions, which are important characteristics of the card index. It cannot be so readily prepared for printing as the card index.

Current indexes have been made by entering the groups of entries and references under headings indiscriminately distributed through the book without regard to alphabetical order. An alphabetical index to the various headings, at the beginning or end of the book, enables the entries on any subject to be found. This plan is in all respects inferior to that above detailed.

The antiquated "vowel index" needs mention only for condemnation, as being inconvenient and absolutely inferior and unscientific.

Card indexes. — In card indexes the entries are made on slips or cards, which are then arranged and filed alphabetically in a manner convenient for reference.

The cards should be of a good quality of paper of sufficient weight or light cardboard. It is not well to use paper of too great weight, so as to reduce the bulk of the index to a minimum; a paper weighing about 26 pounds to the ream is quite satisfactory and suitable for most purposes. The cards should be cut to some uniform size,

according to the circumstances. A size of about 3 by 5 inches is commonly used, and is very suitable where a single entry is made on each card; where several entries are made on each card, or where the entries are long, a size about $3\frac{1}{4}$ by 8 inches may be found very convenient. The work of making the entries on the cards may be facilitated in many cases by having them printed in blank.

According to the plan followed, a single entry, or a number of entries pertaining to the same subject, may be made on each card. If cards 3 by 5 are used the entries may be written either lengthwise or crosswise the card; if the $3\frac{1}{4}$ by 8 size is used, the entries should be written crosswise only.

The cards, after the entries are made on them, are arranged alphabetically, or are inserted in their proper places in the alphabetical file of cards. Ordinary ingenuity will readily suggest easy methods of arranging a large number of cards in alphabetical order. The cards may first be sorted in piles or in boxes divided into compartments, according to initial letters; then each pile may be sorted according to the second letters; and so on until the whole is divided into parts small enough for ready arrangement. The cards are filed in boxes or cabinets, standing on their sides or ends so that the writing on them will be horizontal. The boxes should be just wide enough to admit the cards easily, and should be so arranged that the cards can be readily handled and examined. Guide cards, sufficiently stiff, and long enough to project slightly above the index cards, with the various initial letters and combinations of words written or printed plainly on the projecting margins, should be inserted at the proper intervals to indicate the location of the commencement of groups of cards whose headings begin with the corresponding letters or words. Special devices for convenience and security of the cards, such as having holes in the cards through which a rod is run to hold them in their boxes or drawers secure from loss or misplacement, may be devised and, together with all supplies and furniture, are for sale by dealers.*

This method of indexing is very useful applied to current work, and is practically the only good method of preparing indexes to be printed.

Some of the advantages and disadvantages as compared with blank-book indexes for current work have been already given. Card indexes are more laborious to prepare and search than

book indexes. There is a constant danger of loss or misplacement of cards, which must be guarded against by extreme care. The card index, however, admits of the strictest alphabetical arrangement and of any rearrangement, and entries can be made of any degree of fulness. Cards may, when found to be unnecessary, be removed and destroyed, so that useless portions can be readily eliminated.

Printed indexes.— This designation refers to indexes finally completed, arranged, and crystallized in the best permanent form, such as the printed indexes of books. Of course manuscript indexes, made similar to printed indexes, are prepared in the same way. Such indexes are compiled from card indexes first prepared. The steps of the process, as of indexing a book, are as follows:

1. Provide a sufficient number of slips of paper, of convenient size. As it is not intended to preserve them, it is not necessary that the paper be of as good quality as in the case of a permanent card index.

2. Go through the book carefully, from beginning to end, and make, as each subject is met, the proper entries, one on each slip. If, as is usually the case, the references are made to pages, this cannot be done, or at least the numbers of the pages cannot be inserted, until the book, in the course of printing, is made up into pages. For convenience in verifying the work the slips should be carefully kept in piles in the order in which they are made.

3. When all the entries are made, verify the work by going over the book and slips again and comparing the two. See that the entries and references are correct, that everything in the book is properly indexed, and that nothing is omitted.

4. When verified, arrange the slips alphabetically, and consolidate and revise the entries so as to make the index a harmonious, uniform, and commodious whole.

5. To guard against loss or misplacement in printing and proof-reading, number the slips (as a future means of detecting loss of any, and thus of assurance against loss), or secure them by pasting them in proper order on sheets of paper. It is not necessary to transcribe them for the printer. It is not even necessary that the slips should be pasted on sheets; if numbered, they may be sent to the printer simply tied up or fastened in a bundle.

The index is now ready to be printed.

* Such as the Library Bureau, Boston.

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THE LOCAL COLLECTION IN THE WOBURN PUBLIC LIBRARY.

BY W. R. CUTTER, *Librarian*.

OUR local collection includes strictly three divisions. *First*, a natural history collection, embracing geological specimens largely, and a collection of the local birds. This is said to have cost \$10,000, is scientifically arranged in a room especially prepared for it, and is the gift of a citizen. *Second*, a so-called antique department, embracing furniture mainly, gathered from the houses of the citizens of the city, and from the towns round about. All these articles, as a rule, are gifts, or purchased by persons interested in the collection and given to the library. The department is very popular, and the number of visitors is large. Any town or city with equal industry can gather the same articles into a collection as good or better. People brought up under the rule of the spinning-wheel, loom, and fireplace are of great aid in the formation of such a collection, from their knowledge and experience in the use of the different articles. At Woburn we have a fireplace, a dresser, and corner cupboard as permanent fixtures, all taken from an ancient house in the village; we have a loom, spinning-wheels, and other paraphernalia sufficient to form what we call a "New England Kitchen," arranged in a room devoted to the purpose. The articles when gathered should be properly labelled. Thus is gathered a very instructive exhibition of the manner in which the early communities in New England lived, a mode which is not altogether out of date in some sections of our country. *Thirdly*, we have a large collection of local manuscripts, covering a period of more than two centuries of our community's existence. As this department was given to me to arrange and index, owing to my genealogical experience and presumed thorough acquaintance with the early history of the town, I did it; and as I had few models before me to work from, I presume that this subject is that on which I am especially expected to speak. I would say here that our natural history collection was arranged by an expert, and that the articles in the antique kitchen were labelled by the persons interested in collecting them. But the work of collecting manuscripts was the effort of only one or two individuals. I do not mean by a manuscript collection the collecting of letters and papers to form an autograph collection—we have that, and a very respectable collection too, containing the autographs of presidents and generals and other notabilities, gathered by my predecessor in the office of librarian—but I mean the col-

lecting of local, town or city papers, such as documents, plans, deeds, receipts, letters, and an endless number of public or private papers illustrating the history of town business, private individuals, and estates. In all our garrets and public depositories are hundreds of such documents of incalculable value to conveyancers and genealogists and local historians. If the greater annals of the State are based on the lesser annals of the towns, how important are these sources of information to the general welfare. In such depositories are many unrecorded deeds of great importance in tracing the links in the line of descent of an estate. I know of one instance in our own small city where the sum of one hundred dollars has been offered for the finding of one such unrecorded deed. In giving a history of the location of the houses of our early settlers for the use of the historic sites committee for the benefit of our 250th anniversary; soon to occur, I have found our collection invaluable.

To further the interests of local history I prepared, and our city has published, a bibliography of the local history of Woburn. The few pages it contains, I am sorry to say, so slowly have I worked, cost me five years of labor. In this bibliography, under the heading of "Unprinted Matter," these manuscripts and documents are alluded to under the name of Collections. They are there called the Thompson collection (mainly diaries and memorandum books); these are the papers of an annalist of the last century, whose diary in one section covers a period of thirty-two consecutive years. There are also the Wyman and Cutter collections (mainly documents); the Wyman numbering over thirty-four hundred pieces, exclusive of duplicates, and the Cutter numbering three hundred and fifty-eight. These collections were given to the library by two individuals. The Wyman collection was made by a single man, who for a long series of years was postmaster and town clerk; the other collection was made by a physician of forty years' practice, who gathered his manuscripts from the families of his patients, by persuasion and influence. The old town clerk attended auctions, ransacked garrets, bought or begged every parcel of old papers that he heard of, or that people did not want or care for; filled his own house full of them; was looked on as a fool by the people of his time for spending his money for such things, and as a crank for thinking so much of them.

At the end of a long life he ceased his work of gathering, and shortly before his death gave them in a lump, as it were, to the public library of his native place, to be arranged as the managers of the library thought best. It was known that there was a valuable nugget here and there in them, but the true value did not appear till the apparently indigestible mass was arranged and indexed. Here were the autographs of Woburn's Revolutionary soldiers; here were rolls of the military companies in active service in that war; here were deeds innumerable; full sets of papers settling solvent and insolvent estates; letters, notes, and receipts, apparently without limit. Such a work did Nathan Wyman, the humble collector, in gathering this material for posterity. Childless, and at last wifeless, he asked for and received no other reward for his gratuitous labor. Mr. Wyman was not only a collector of manuscripts but also of books and newspapers. On one occasion, to my certain knowledge, he refused an offer of one hundred and fifty dollars for a book, which he preferred to give to the library. At that time, many years ago, such an offer was esteemed exceedingly liberal; but thrice that amount would not be accepted for the same book now. We have, in addition to the above collections, similar collections of surveyors' plans of streets and public and private estates. One collection, a private collection, bought by the library, numbers about 1000. The city property in plans is also deposited with us. They number about 280. Thus the library has in its possession some 5000 or more manuscripts relating directly to the city itself. They are frequently consulted, and the library being always open, is a convenient place to find them.

I. I have thus shown how our collection was formed, and would here state that we collect everything in print relating to the city or town, and all maps and atlases having relation to it also.

II. The next point is how to arrange them, exhibit them, interest people in them, and what to include in them.

How to arrange them. Mr. Wyman's collection came to me in an indigestible mass; the number of papers would make two or three bushels. After some study I discovered that the papers he had obtained from different families had been kept together, but without any other order of arrangement. I had read in some periodical that the British record commission broke up all parcels received from all parts of the kingdom, and arranged everything in strict chrono-

logical order. Thus all papers, from whatever source, dated August 1, 1586, would appear under that date. I found the mass before me too formidable for this, and accordingly attacked the first parcel that came to hand. I took the first paper, read it, ascertained its date, wrote the year in pencil in large figures on the back, and laid it aside. Took the next and did likewise, until the whole bundle had been gone through, when I arranged the papers by the year, and those of the same year in order of month and day, the earliest date coming first. I suppose this is nothing new to those accustomed to this thing, but an arrangement of this kind, even if it goes no further, is a good thing in finding particular papers, for the natural sequence is thus acquired; and the papers being generally labelled on their backs speak fairly well for themselves. I went through the whole collection in this fashion, folded each parcel in a paper wrapper without string, and laid them away in document boxes. Then I began to index them, and as I indexed, numbered them. I numbered the first box 1, and the papers in that box 1-1, 1-2, 1-3, etc., till the box was full. In this way I could tell whether a paper belonged to box 1 or any other box, when separated from it. The number was written on the paper in red ink, and on each parcel were written the first and last numbers it contained, as well as the name of the family whence it was received. Any other style of consecutive numbering will do, provided the first and last numbers are placed outside the box.

I began to index in a general way the principal names found in the papers in one list, and all the autographs found in another list. I did not attempt to index localities, which I think would be very desirable, and all details one could add would greatly aid the value. I arranged the entries under my surnames in order of date. As an unnecessary labor I copied all my entries when finished into a book. This was ten years ago, and the work cost me more than a year's time. Not exactly wanting to do it for nothing, I charged the library thirty dollars for my services, and got it.

How to exhibit them. This is included under arrangement.

How to interest people in them. Have them placed where they can be consulted under the direction of the librarian. Have a proper care for their preservation, for they are of the kind that when lost can never be replaced.

What to include in them. Everything of a manuscript nature, no matter how humble or

crumbled. Everything is of value to the antiquary, and no one can decide for posterity what will be valuable hereafter. Moreover, as paper in former times was expensive, many things were written on the merest scraps, and each one of these must form its proper part of the collection. Many of these papers are fastened with pins made a hundred years or more ago. I should keep these in their place. In our collection we had a number of old account-books. These we folded in wrappers and placed in our safe. Such books can either be lettered or numbered as one wishes. One difficulty with old documents to persons unacquainted with them is the handwrit-

ing. To such as are not easily decipherable, application can be made to experts, who will willingly lend their aid to the cataloguer. Among other things might be said, avoid the use of paste; do not try to mount your documents in a book. Fold them away in their natural condition so that the writing on all sides can be read. Do not use string in tying the bundles. It takes up unnecessary room and is apt to injure them. The wrapper in a document box will keep papers in place without other aid. I show one of our old document boxes and one of a later and improved form. The index itself will show the mode of entry.

THE SLIDING-PRESS AT THE BRITISH MUSEUM.*

By RICHARD GARNETT, *Chief Librarian.*

THE object of this paper is to give a short account of the sliding-press or hanging book-press now in use at the British Museum, and to suggest the importance of its introduction elsewhere where possible, and of regard being had to it in forming the plans of libraries hereafter to be built. Every successful library is destined to be confronted sooner or later with the problem how to enlarge its insufficient space. Without considerable financial resources such enlargement has hitherto been absolutely impracticable, and even where practicable has rarely been carried into effect without a long period of makeshift, discomfort and disorganization for which the enlargement itself affords only a temporary remedy. The great advantages of the sliding-press in this point of view are two: it allows expansion within the edifice itself, without the necessity of additional building, and it enables this expansion to be effected gradually out of the regular income of the library without the need of appealing for the large sums which would be required by extensive structural additions to the existing edifice.

I may assume that all present have seen, or will see, the photographs of the museum sliding-press exhibited to the conference, with the accompanying description. I may therefore be very brief in my account of it here, and simply characterize it as an additional bookcase hung in the air from beams or rods projecting in front of the bookcase which it is desired to enlarge, provided with handles for moving it backwards and forwards, working by rollers running on metal ribs projecting laterally from the above-mentioned beams or rods, and so suspended from these ribs as absolutely not to touch the ground anywhere. These are its essential characteristics, without which it would be indeed an additional book-press, but not a hanging-press or sliding-press. In recommending this system of additional accommodation, I by no means wish to insist upon this special form as the only one adapted for the necessities of a library. I have no doubt that in

very many libraries the arrangement of the projecting beams or rods would be inapplicable, and that it would be better to resort to the original form of the idea, from which the Museum derived its own application of it—the idea, namely, of a skeleton door made in shelves, hinged upon the press requiring expansion, running on a wheel resting upon a metal quadrant let into the floor, and opening and shutting like any ordinary door. I have merely to affirm that for the Museum the adaptation we have made is a very great improvement; but this is due to the peculiar construction of the rooms to which the new press has hitherto been chiefly confined. Rooms of this pattern do not generally exist in public libraries, and where they are not found I am inclined to think that the plan which I have just described, the prototype of the Museum sliding-press, may be found the more advantageous. I also think, however, that, for reasons quite unconnected with the sliding-press, this pattern of room ought to be imitated in libraries hereafter to be built, and when this is the case it must inevitably bring the Museum press after it. It will therefore be worth while to describe this style of building, in order that the mutual adaptation of it and of the sliding-press may be clear. It consists of three stories lighted entirely from the top. It is therefore necessary for the transmission of light from top to bottom that the floors of the two upper stories should be open; and they are in fact iron gratings. It follows that the floor of the highest story must form the ceiling of the second, and the floor of the second the ceiling of the third. Here is the key to the sliding-press system. The beams or rods which I have described as projecting from the presses that line the wall already existed in the shape of the bars of the grating, and did not require to be introduced. Nothing was needful but to provide them with flanking ribs projecting at right angles, from which, as you see in the photographs, the additional press could be suspended by rollers admitting of easy working backwards and forwards, and then the sliding-press was fully developed out of the skeleton door. No thought of it had ever crossed the minds of the original designers of the

* Read at the annual meeting of the Library Association, held at Nottingham, September, 1891. (Reprinted from *The Library*.)

building; yet they could have made no better arrangement had this been planned with an especial view to its introduction. They had even made the stories of exactly the right height, eight feet. I have not hitherto mentioned that the press takes books both before and behind, because this feature is not essential, and must indeed be departed from when the press is applied to the accommodation of newspapers and such like large folios. For ordinary books it is manifestly a great advantage, but carries with it the obligation that the presses shall not be higher than eight feet, or, when full on both sides, they will be too heavy to work with comfort, unless, which I do not think impracticable, machinery for the purpose should be introduced.

The principle of a sliding or hanging press is, so far as I know, entirely peculiar to the British Museum, and hardly could have originated elsewhere than in a building possessing, like the Museum, floors and ceilings, entirely grated. The main point, however, the provision of supplementary presses to increase the capacity of the library without requiring additional space, had previously been worked out in at least two libraries. The earliest example, apart from casual and accidental applications at Trinity College, Dublin, and, as I have been told, the Bodleian, was, I believe, at Bradford Free Library, and the gentleman entitled to the credit of its introduction there was Mr. Virgo, the librarian. Mr. Virgo's contrivance was, I understand, a double door, not hinged on to the original press in one piece, as in the pattern I have just described, but opening in two divisions to right and left, as frequently is the case in cupboards. I speak, however, with some uncertainty, for when, writing on the subject in Mr. Dewey's *Library Notes*, and most anxious to give Mr. Virgo all due credit, I applied to him for particulars of his invention, modestly, as I must suppose, rendered him silent, or at best but insufficiently articulate. I hope he may be present to-day, and that the Conference may hear the particulars from himself. It is due, however, to the Bethnal Green Library, the other institution to which I have referred as having given effect to the principle of press expansion *in situ*, to state most explicitly that the idea of its application at the Museum was derived wholly and solely from Bethnal Green; that the Bradford example, though it had been set for some years previously, was never heard of at the Museum until the model had been constructed and the first presses ordered; and that I am satisfied that Bethnal Green knew as little of Bradford as the Museum did. The Bethnal Green inventor was, I am informed, the late Dr. Tyler, the founder and principal benefactor of the institution, and, as elsewhere, the device was resorted to by him under the pressure of a temporary emergency—in this case the accumulation of specifications of patents annually presented by the Patent Office. The introduction of the principle at the Museum dates from the November evening of 1886, when, going down to attend a little festivity on occasion of the reopening of the Bethnal Green Library after renovation, I was shown the supplementary presses

by the librarian, Mr. Hilcken. I immediately saw the value of the idea, and next morning sent for Mr. Jenner, assistant in the printed book department, in whose special fitness I felt great confidence, from his admirable performance of the duty of placing the books daily added to the Museum, which frequently requires much ingenuity and contrivance. I told Mr. Jenner what I had seen, and desired him to consider whether he could devise a method of adapting the Bethnal Green system to the emergencies of the British Museum. He did consider: he went down to Bethnal Green and saw the presses employed there, and, to his infinite credit, hit upon the plan of suspending the presses from the grated floors of the upper story in the manner shown by the photograph, which, as I have already pointed out, is entirely original. A model was constructed by the aid of Mr. Sparrow, the ingenious locksmith of the Museum. Mr. Bond, then principal librarian, took the matter up warmly, the first batch of presses was ordered early in 1887, and from that time forward we have had no difficulty at the Museum in providing space for ordinary books, although some structural alterations will be requisite before the sliding-press can be applied to the whole of the New Library, and it must be modified if it is to be made serviceable for newspapers. A new room in the White Wing, not admitting of a grated ceiling, has been specially adapted with a view to the introduction of the press, and may be usefully studied by librarians about to build, although I think that some modifications will be found expedient. I have pleasure in adding that on my report of June 1, 1888, in which I went into the whole matter very fully, the trustees obtained from the treasury a gratuity of £100 for Mr. Jenner and of £20 for Mr. Sparrow, in recognition of their services.

I have designedly said recognition, not recompense, for no grant likely to be awarded by the Treasury would bear any proportion to the saving effected on behalf of the nation. To make this clear I will adduce some particulars stated in my report to the trustees. Eight hundred sliding-presses can be added to the New Library at the Museum without any modification of the building as it stands, and 300 more by certain structural alterations. The cost of a press being about £13, this gives £14,300 for the 1100 presses, or, with a liberal allowance for the cost of the alterations, say £15,000 altogether. Each press will contain on the average about 400 volumes, showing a total of 440,000 volumes, or about seven times the number of books in the great King's Library added to the capacity of the New Library, without taking in another square inch of ground. Excluding newspapers, periodicals, Oriental books—otherwise provided for—and tracts bound in bundles, and assuming an annual addition of 20,000 volumes of other descriptions, this provides for twenty-two years. But much more may be said, for, whether in the form of swinging door or sliding-press, the principle of expansion *in situ* can undoubtedly be carried out through the greater part of the Old Library, as well as in the basement of the New. What additional space this would afford, I have not endeavored to

estimate. Another immense advantage connected with the system is the facility it offers of gradual expansion. Any other enlargement requires new building; new building requires a large sum to be raised by a great effort of rating, borrowing, or subscribing; and too frequently the adjoining ground is preoccupied, and must be acquired at a great additional expense. Fifty thousand pounds would, I believe, be a very moderate estimate for such accommodation, if obtained by building, as the Museum gets from the sliding-press for £15,000, supposing even that the ground were free to build upon. In our case, however, this ground must have been purchased; and I question much whether anything short of an expropriating act of Parliament would have obtained it at all. We may well imagine the Trojan siege we should have had to lay to the Treasury, to obtain the act and the money; the delays of building when these were eventually forthcoming, and the fearful inconvenience which would have existed meanwhile. Now we simply put down a sum in the annual estimates for as many sliding-presses as are likely to be required during the ensuing financial year, introduce them wherever they seem to be necessary, and hope to go on thus for an indefinite number of years. Any new apartment, complete in itself, must involve waste, for some parts of it must necessarily fill up faster than others; but in the sliding-press is a beautiful elasticity; it can be introduced wherever it is seen to be wanted, and nowhere else. Finally, and for the Museum this is most important, the additional space gained is in the close vicinity of the reading-room. A new building must have been at a distance, involving either great inconvenience in the supply of books to readers, or an additional reading-room, catalogue, reference library, and staff.

I think enough has been said to convince librarians of the expediency of taking the sliding-press, or some analogous contrivance, into account, in plans for the enlargement of old libraries or the construction of new ones. Some libraries will not require it, either because they are on too small a scale or because, like branch libraries in great towns, they admit of being kept within limits, or because, like Archbishop Marsh's library at Dublin, they are restricted to special collections. But all experience shows that it is impossible to provide for the wants of a great and growing library on too generous a scale, or to exhibit too much forethought in preparing for distant, it may be, but ultimately inevitable, contingencies. York Cathedral Library might have seemed safe, but see the burden which Mr. Hailstone's recent benefaction has laid upon it. To the librarian it may be said of Space what the poet said of Love:

"Whoe'er thou art, thy master see,
He was, or is, or is to be."

I should add that the cost of a sliding-press, or of a door-press, might probably be much less to a provincial library than to the Museum, where the shelves are constructed in the most elaborate manner for special security against fire.

In fact, I believe that the sliding-press is only one corner of a great question, and that in planning large libraries it will be necessary to take mechanical contrivances into account to a much greater extent than hitherto. I am especially led to this conclusion by some particulars which have reached me respecting the new Congressional Library at Washington. I am unable to state these with the requisite accuracy, but I hope that some American friend may be present who can supply the deficiency.

I have to add that the photographs of the sliding-press here exhibited by me were taken by Mr. Charles Praetorius, and that copies can be obtained from him. He may be addressed at the Museum. I hope that they fulfil their purpose; they cannot, however, of course, represent the press so well as the model of it constructed by Mr. Sparrow for the exhibition of library appliances at Antwerp, where it was shown last year. This is now exhibited to the public in the King's Library, and Mr. Sparrow could probably produce copies of it if desired. An account of the press was contributed by Mr. Jenner to the *Library Chronicle*, and by me to Mr. Melville Dewey's *Library Notes*, both in 1887.

LIBRARY READERS.

From Report of the Enoch Pratt Free Library, by Lewis H. Steiner.

As has been stated in previous reports, the constituency of the Public Library is of a most varied character. No one can predict what will not be called for. The range of knowledge has become very extensive, and its cultivators do not belong to any one class of citizens or position in the community. The mechanic, the laborer, the toiling woman, are frequently anxious for investigations of a character that startle the guardians of a library. They come to one of a free, public character as to a home where they can freely seek for information with the probability of obtaining what they seek. Hence it is felt that there is hardly any limit to purchases in all directions, where usefulness and good may be anticipated, except that imposed by limitations of income, accommodation, or extent of administration. There can be no fixed law as to the nature of the subjects and the names or number of the books treating them, which shall apply to every community and shall thus make all libraries exactly alike. These must differ from various considerations, arising from the environment and tastes of the readers, and making their shelves, as it were, demonstrate the growing characteristics of the community, and the nature of the subjects in which its citizens are chiefly interested. Each public library must thus become the satisfier of its own constituency, without consideration for any other in the country, just as a well-managed and furnished household must be calculated to satisfy the ordinary wants of its members, and sometimes even their extraordinary ones, without reference to the nature of any other household in the same neighborhood.

THE BOSTON PUBLIC LIBRARY.

An article in the *Herald* of Aug. 9 having said that it was "unfortunate that the cutting down by the mayor of the amount available for completing the structure makes it impossible to give the front of the edifice the character intended," the mayor said in an interview published Aug. 10, that he was "rather surprised to see such an article in the *Herald*, which had been foremost among the papers of Boston in criticising the design and the interior arrangement of the building, as well as the executive management of the board.

"I remember," said the mayor, "a long series of articles written by Mr. Soule and published in the *Herald*, with the editorial approbation of that paper.

"The only features cut out by me from the front of the building were the two groups of statuary estimated to cost \$50,000.

"My reason for eliminating these items was that I think the essential requirements of the building for use as a public library are paramount and should be first provided for. All purely ornamental and decorative features are subordinate in character and should be postponed in execution. After the building is completed so as to be fit to be used for a library the city government in existence at that time can make up its mind whether it is necessary to supplement the work of the architect by elaborate and expensive groups of statuary, or they may be provided by private generosity.

"I also recommended the substitution of carved oak doors for bronze in the inner vestibule, for similar reasons, saving thereby \$20,000.

"The other changes, amounting in the aggregate to a saving of \$230,000 from the architect's estimates, are largely in the direction of simplifying the lavish interior finish and substituting fine for rare and costly marble in the decoration of the interior."

The *Nation*, Aug. 18, regrets "to learn that the Boston Public Library no longer exercises that discretion which led it, by an enlightened view of its duties and its interests, to grant to persons actually engaged in authorship the privilege of occasionally drawing books, though non-residents. . . . It is certainly not far beyond the sphere of a great public library that it should assist literature upon necessary occasions or proper convenience; yet at present the loan of a book only for a few hours is refused."

In the *Nation* for Sept. 22 was published a reply signed "Samuel A. B. Abbott, President Trustees": "There is not a particle of foundation for the above statements, and the policy of the trustees has always been, and still is, to increase the facilities for the use of the library rather than to curtail them." To this the *Nation* replied:

"We were aware of the printed rule which permits non-residents to draw books by special vote and 'for weighty reasons.' Until within two years, we believe, it was customary to issue books to persons engaged in literary work without this formality; and, in particular, authors residing at a distance were permitted to receive books by mail or express through responsible

officers of the library who kindly charged themselves with this duty. This was the custom which we referred to as a generous one, which is used at the British Museum, is common on the Continent, and is gaining in this country, and which was discontinued at the Boston Library. In consequence of orders then given, forbidding subordinate officers to send away books in response to such requests, authors who had drawn in this way ceased to do so, understanding that they were debarred. Two instances of this have been brought to our notice. There is little reason to question that the effect which the measure had was aimed at, as the printed rule does not contemplate the case of an author who cannot present himself in person at the desk.

"The incident which occasioned our comment was a much simpler matter than sending books to authors at a distance. It was the refusal of the loan of a book for twenty-four hours to Prof. George E. Woodberry. In editing his new edition of Shelley's poems, which is to contain the variorum readings of all editions and all known mss., he went to the library to verify certain readings in his proofs by the fac-simile of the ms. of 'The Mask of Anarchy,' published by the Shelley Society. On examination he found that changes must be made in proofs already returned to the press and immediately to be cast, and a vexatious delay could be avoided only by taking the book to Beverly for the night. A single star showed that the volume was open to restricted circulation; it was of the value of ten shillings, and, though one of an edition of 500 copies, could at present be easily replaced if lost; its only use was that to which Prof. Woodberry would have put it. He thus relates what took place:

"I sent in my card to the librarian, and, on his coming out, shook hands with him, showed the book and my proof, explained the situation, and made my request. 'Beverly,' said the librarian, 'is, I believe, not a part of Boston.' I replied that the favor would oblige me and the printers. 'I know of no rule,' he said, 'which permits it.' I remained silent, being, indeed, somewhat abashed by the brief lesson in geography which I had received, and he turned and left me. What followed was more singular. I went to the publishers and ordered the types held, but, on explaining why, was offered one of the firm's cards on which to obtain the book. I returned to the library, but, although the assistants and one of the officers, to whom I was well known, kindly made a half-hour's search, the book was 'lost.' I was told that it should be reserved for me at the desk, and the next day found it there with a written slip, 'Not to be taken out. By order of Mr. Dwight.' The intention of the librarian that I should not have the book, even on an entitled card, was plain. The librarian of the Providence Library, on hearing of the affair, placed any books there at my disposal, and the Harvard College Library immediately sent the book by mail.

"The refusal, on the ground of non-residence, was direct, responsible, and not further explained. There was no intimation that non-resident authors could obtain books in any way; on the contrary, the impression plainly meant to be conveyed was that they had neither rights nor privileges in the library. The rules were cited and the request disposed of as a matter of routine in the ordinary course, as one of a class of cases. It was, as we characterized it, an incident 'unfit to happen' in such a place. If the board should grant the librarian a share of that discretionary

power in which he is apparently so poor, it would materially assist in carrying out the intention of usefulness expressed by its president; and if the board should find some simple mode of obliging authors at a distance, on necessary occasion or proper convenience, as we said, the library would escape unfavorable comparison with Harvard and Providence, as well as with its neighbor, the Athenæum, Yale, the American Antiquarian Society, and other libraries which are as excellent in their administration as they are rich in special collections."

In the issue for Sept. 29 "F. M." wrote from Hartford: "The letter from President Abbott is simply astounding, and raises the question what the English language means in his use of it. For years, up to last year, Hartford workers in literature or science have been enabled by the kind services of Mr. F. B. Gay, the present librarian of the Watkinson Library, to supplement the Hartford resources by drawing on those of Boston. I have done so repeatedly, and the service was beyond price. But a year ago, without any notice whatever, the privilege was suddenly withdrawn, and application of Mr. Gay for the customary loan being flatly refused, not only for that occasion but for the future. Is this what Mr. Abbott calls 'increasing the facilities for the use of the library'? The trustees have a right to do what they will with their own, but why make statements which hundreds of people (to put it moderately) know to be untrue?"

In the *Nation* for Oct. 6 Mr. C. S. Peirce wrote: "The hopes of one student were mightily raised when Mr. Samuel A. B. Abbott averred that there was 'not a particle of foundation' for the statement that the Boston Public Library 'no longer grants to persons actually engaged in authorship the privilege of drawing books, though non-residents.' Certainly I knew there were several particles of foundation, at least, for the statement, but I inferred that the trustees were not aware of such facts, and were determined they should not exist. I therefore ventured to address the president of the board, saying this, and asking, for the reason that I am writing a course of lectures for the Lowell Institute on the history of science, that I be allowed to borrow Gilbert's treatise, 'De Magnete.' I offered, at the same time, if desired, to deposit \$50 as security for the book, which usually fetches about \$35 in the market. My letter was returned to me by Mr. Abbott unanswered. I wonder how the kingdoms of this world appear when viewed from that awful pinnacle, the presidency of the board of trustees of the Public Library of the city of Boston. What funny little creatures ordinary men must seem! Such a situation would be quite enough to render many a poor gentleman so dizzy that he would not know whether he was telling the truth or not."

CHILDREN'S AID SOCIETY OF BOSTON.

THERE are forty-nine more libraries in active operation, with forty-four volunteer visitors, and a membership of 475 children. Each little library of 15 books and a supply of juvenile magazines and papers reaches not only the family of the

girl or boy librarian in the living-room of whose home it is placed, but also other children and families in the same neighborhood, for each reading group consists of ten boys and girls from 8 or 9 to 15 or 16 years of age, living near the librarian.

Each group has its friendly visitor. Once a week the children and the visitor meet in the home of the librarian. Books are exchanged and talked about. Often the visitor or some boy or girl reads to the group. Children are urged to read to their families, and visitors are often told of evenings made pleasant in these homes by the children reading aloud to their parents—the latter often themselves unable to read.

The greatest care is taken in the selection of books for the libraries. Several volunteers assist in this labor, which involves reading and critically examining many books, as only the best are accepted.

When a set of books has been read by a group it goes to another group, and another set takes its place. Groups finish a set usually in from ten weeks to three months.

At the weekly meetings games are played, and children learn the art of self-amusement at home.

A monthly conference of the visitors is held for the interchange of experiences and discussion of problems and methods. The visitor of a home library meets with the whole range of questions arising in work among the poor; and tact, discretion, and intelligence, as well as devotion, are required.

The 49 libraries are distributed as follows: At the North End, 9; West End, 13; South End, 4; Roxbury, 10; Dorchester, 3; South Boston, 5; East Boston, 1; East Cambridge, 2, and Cambridgeport, 2.

The rescue of children from moral ruin requires above all the purification of the moral atmosphere in which they grow up, and the home libraries bring a fresh, strong, and varied influence for good to the home and the neighborhood.

MR. GOSSE ON READING.

"ONE of the best addresses lately delivered to literary London," says the London correspondent of the *Critic*, Feb. 27, "was that by Mr. Edmund Gosse at the annual meeting of the College for Men and Women, when his subject was 'Reading as a Recreation.' I hope the address may be printed, for it is impossible to quote where so much was excellent. The plea that people should be free to read the books they *really like*—the plea that in different moods one is pleased by different authors (or even by different productions of the same author)—the plea that 'it is impossible to restrain a genuine taste for literature within the limits of a handful of accepted classics'—each one of these and many more put forth by Mr. Gosse, appealed to the sympathies of every true lover of books present. 'There are moods,' he cried, 'in which it is our privilege not to be serious; and then the second-rate and the third-rate literature has its day—the queer books and the silly books—the books that ran too far ahead of their age, and the books that lagged too far behind. . . . Anything for liberty and sympathy.'

State Library Associations.

MICHIGAN LIBRARY ASSOCIATION.

THE second meeting of the Michigan Library Association was held in the Senate Chamber at Lansing, Sept. 14, 15.

Mr. Utley, president of the association, opened the meeting at 2:30 o'clock with an address upon: "The public library in our modern system of education." The secretary, Mrs. Parsons, read a report.

The time of the conference was devoted to the informal discussion of practical topics that had been announced in the notices sent out a month before the meeting.

Mrs. Spencer, assistant State librarian, discussed the laws which regulate the distribution of State documents, and gave suggestions in regard to procuring State publications that fail to reach libraries by the usual methods of distribution.

Some of the other topics were:

What special privileges should a library give to teachers, and how should such privileges be guarded against abuse?

What bibliographical works are most useful for a small library?

The best methods of informing the public of new books added to the library.

Annual stock-taking.

Is it practical or worth while for the library to undertake the collection of photographs of prominent citizens and local views?

The discussion of these topics led to an interesting and profitable interchange of ideas.

The officers elected for the year are: H. M. Utley, president; Miss Eddy, Coldwater, and Miss Waldo, Jackson, vice-presidents; Mrs. Parsons, Bay City, secretary; Miss Ball, Grand Rapids, treasurer. It was decided to hold the next meeting of the association in Chicago during the Library Congress in July, 1893.

Library Clubs.

MASSACHUSETTS LIBRARY CLUB.

THE ninth meeting of the club was held in the Unitarian Church at Concord, Sept. 21. About 150 persons were present. At about 10.30 a.m. President Lane called the meeting to order.

Judge Hoar welcomed the club to Concord. He told the story of Gen. Jackson's struggle with a speech of welcome, ending with "I've forgotten every word of my speech, but we're glad to see you all." The Concord people felt curious, he said, to see how librarians amused themselves when on a spree, and wondered what librarians would do in heaven if they should not find books there. The London atmosphere is said to consist of nine parts fog and one part water; Concord air is five parts patriotism and one part the raw material of libraries.

Mr. Edw. W. Emerson spoke as follows:

"Members of the Massachusetts Library Club:

Sirens telling—but telling truly—of the beauty, the wonder, the happiness, the rest of the quiet realms of poetry, of romance, of thought, to which you will gladly usher any mortal who shall come to you—yea, even should there perchance be a stray dragon or two among you who surrounds the paradise of literature with his terrors lest some miserable human being handle carelessly that sacred thing, a book—you are all alike heartily welcome to Concord.

"You—of course familiar with all that is in the books you lovingly care for—know that some of them say that in this village are beautiful and venerable things.

"It is told of the great Turner that, as he sat painting the glorified soul of a landscape, some one looking over his shoulder asked where a certain telling object, introduced into his composition was, saying, 'I can't see any such tower,' or what not. 'Ah!' said Turner, 'but don't you wish you could?'

"May you all look at our humble landscape and village buildings and monuments like Turner's, finding beauty that is there, or that you bring to crown it.

"And now, with no excuse but that I, a layman, have been asked to speak to you whose life is passed in the temples and cloisters of learning—and know not what else to say—I shall say a word about the ideal library. And the first word shall be that foremost command of the first Architect when the greatest library was being fashioned: '*Let there be light.*' Did any one ever see a library which was anything like light enough?

"And the second is like unto it: Let the cheering light of confidence in him help the student. Let him go to the alcove and find the gifts and the messages that were left there for him at his need by blessed friends that he never knew, perhaps hundreds of years ago.

"And, third, the friendly, human guidance of the good librarian. Better fewer books, but a good librarian with knowledge and taste, and also with tact and patience. The benefit of such persons—and we have good reason to think there are many here—cannot be overstated, nor can a town overpay it.

"Fourth. Let the library be a lighthouse, keep its high tone, exclude steadily cheap buffoonery, mere polemics, bigotry, and equally liberality when it stoops to come in scurrilous form. Let it burn with a steady light, overpowering the lurid and unwholesome flashes of the daily press which, even in Massachusetts, seems to be rather a power to corrupt the judgment, morals, taste, and English of the reading public than to help them. And, to withstand this, by all means have the ancient, the immortal works, the scriptures of the nations, the epics, the aphorisms, the hymns, the ballads, and the song.

"What has helped you or me at the crises, the partings of the ways, or at our low ebbs? Was it a remembered article in the *Tribune* or picture in *Life*? Or was it the word of David, of Paul, of Hector, or Antigone, of Socrates, of George Herbert, or of Whittier—the godlike calm and perfection of Greek sculpture, the nobility or piety of Michel Angelo and the old masters?

"Let art have a place in your libraries beside books, equally with them the triumph of human expression, of helpful beauty and power.

"These September days are beautiful, but hear what a poet said of a farther-reaching beauty :

"And yet, these days of subtler air and finer
 Delight,
 When lovelier looks the darkness and diviner
 The light,
 The gift they give of all these golden hours
 Whose urn
 Pours forth reverberate rays or shadowing showers
 In turn,
 Clouds, beams, and winds that make the live days' track
 Seem living —
 What were they, did no spirit give them back
 Thanksgiving?
 Dead air, dead fire, dead shapes and shadows, telling
 Time naught;
 Man gives them sense and soul by song, and dwelling
 In thought.
 In human thought have all things habitation —
 Our days
 Laugh, lower, and lighten past, and find no station
 That stays;
 But thought and faith are mightier things than Time
 Can wrong,
 Made splendid once by speech, or made sublime
 By song."

(Swinburne, *The Interpreter*.)

The subject for consideration was "Local Collections in Libraries," and in answer to a request to hear from *Miss Whitney*, she said: "The local collection of the Concord F. P. Library is a collection of books, pamphlets, mss., newspaper clippings, etc., written by Concord people, or about Concord and Concord people. I have been told that this was the first library to make a collection of this kind. It does not include a copy of every edition of a writer's books, but often has two editions; thus in the case of Mr. Emerson's books there is a copy of the first edition (when it can be obtained) and the *édition de luxe*. The collection originated during the change of the old Town Library of 1873, which had its home in a large room in the Insurance Building, to the Concord Free Public Library with a building of its own. In reclassifying the books and preparing for the removal we were surprised by the number of books in the library written by Concord authors; and among the large number of books and pamphlets given at that time were many duplicate copies. These duplicates were gradually collected, when the question came up, 'Why not devote an alcove in the reference department to Concord authors?' and the Concord alcove became an established fact. Many of the authors presented copies of their books, every one was interested, and the collection grew, until now there are over 300 books and about the same number of pamphlets and mss. Many of them are too valuable to keep where they can be handled by every visitor to the library. Some of the mss. are shown under glass.

"Concord is fortunate enough to have had a botanist who knew every plant in the town, and who introduced others not native here; to Mr. Minot Pratt we are indebted for a ms. catalogue of the plants of Concord. Mr. George Tolman, the Concord genealogist, has copied the inscriptions on the stones of the oldest two burying-grounds in the town, copied not only the words, but the

capitals, spelling, and division of lines; this, with biographical notes which he has added, makes it the most valuable book of the collection. Senator Hoar has been especially interested in saving for the library many things of local interest: three letters written by Earl Percy, and an order signed by Lieut.-Col. Smith, both connected in one memory with the Concord fight; also a copy of Thos. Wheeler's 'Thankfull Remembrance of God's Mercy,' with the sermon of thanksgiving preached by Mr. Edw. Bulkley after the Brookfield fight; this was printed in Cambridge in 1676. From a leaf of a book-seller's catalogue which accompanies it the following extract is taken: 'This identical copy brought \$72 unbound, and its condition was not very desirable; but having passed through the hands of the best binder in England (F. Bedford) at an additional expense of \$40, it is now without doubt the finest copy in existence.' A marginal note states that it was afterward, in 1870, sold for \$275. There are parchments signed by John Bulkley and Rev. Peter Bulkley, before the latter came to America; two copies of the Rev. Peter Bulkley's sermons preached in Concord before 1646; a ms. bearing the signature of Simon Willard; also 'A Compleat Body of Divinity,' written by his son, Rev. Samuel Willard, who was at one time president of Harvard College. Dr. Jarvis, a Concord boy, but later of Dorchester, has given two ms. vols. of reminiscences of Concord, also a copy of Shattuck's history, with notes all through the book giving evidence that he had at some time thought of writing a history of his native town. A New England primer of the date of 1776 has an honored place in the collection, because printed in the town. The G. A. R. post has invited all its members to contribute papers of their war recollections; the post keeps the original papers, but all are copied for the library, and a considerable number are already in the collection. The pamphlets are largely original editions; usually two copies of each are saved. Accounts of all the local celebrities are preserved, if not in book or pamphlet, in newspaper cuttings.

"Programmes of entertainments, especially when given by local talent, business cards, circulars are collected. Much of this material is still waiting a convenient season to be arranged. Books about the town or its people are included in the alcove; of these, biographical and otherwise, 14 are on Mr. Emerson, 4 each on Mr. Hawthorne and Mr. Thoreau. Most of the busts and portraits in the library are of Concord people; six of the busts are not only of Concord people, but were made by Concord artists. With all the artists who now call Concord home, why may we not have in the future a Concord alcove of art as well as literature?"

Mr. W. R. Cutter, librarian of the Woburn Public Library, read a paper on the Woburn collections (see p. 420).

Rev. E. G. Porter, of Lexington, described the collection there, and emphasized the importance to every town of gathering anything and everything that might serve an educational purpose in illustrating the colonial period of our history — old furniture, portraits, busts, statues, even car-

riages. Let the library be first established and then begin the collection.

Miss Chandler told how much *Mr. Nourse* had done in this way for Lancaster, and described his volumes of *Lancastriana*.

Mr. Fillingham spoke of the Harvard College collection of items relating to its students, official enactments, class reports, photographs, and novels and poems written by the students.

Mr. Youtcheff, from Cambridge, thought each library should have a specialty, and not all try to cover the same ground.

Miss Cutler thought it necessary that the collections should be in a room by themselves in order to preserve the quiet needed by readers and students. She drew attention to the desirability of securing pictures and photographs, which will be of great value later.

Mr. Winsor took exception to the method of preserving valuable manuscripts and papers as suggested by one of the speakers. He thought they should not be folded and placed in file boxes but put into scrap-books.

Mr. Soule thought, as libraries have more work to do than time to spare, it would be wise to enlist the services of some local historical or other society which might furnish money, material, or work for the arrangement, indexing, etc., of the collections.

The club adjourned to the vestry about one o'clock, where luncheon was served. After a visit to the library, the meeting was again called to order, and *Mr. Green* read the following report from the committee appointed to devise a plan by which lists of books suitable for public libraries might be prepared from time to time, and rendered accessible to the managers of institutions of that kind:

"The committee has had three meetings and has formed a plan. It presents in this report its main features, and leaves details to be worked out by a committee the appointment of which is contemplated in the report as a part of the plan proposed. As it had become known to some members of the committee that it is the intention of the Library Bureau to employ competent persons to prepare catalogue cards for subscribing libraries, and that in carrying out its plans it would have to collect new books prior to publication, it seemed best to the committee to make inquiry of the officers of the Library Bureau as to whether the books which it brought together could be used by a committee of the Massachusetts Library Club after the Bureau had prepared its cards. The answer was a cordial 'yes.'

"This committee recommends that the Massachusetts Library Club avail itself of the kind permission of the Library Bureau to use its books as it collects them, and proposes the following plan for the consideration of the club. Let the executive board of this association appoint a committee of fifteen members to be divided into sub-committees of three members. Each sub-committee is to carefully examine such books as are sent to it. The executive board shall also appoint a chairman and a secretary for the general committee of fifteen. These officers are to be additional to the fifteen members who form the readers. It will be their duty to select from among the books sent to the Library Bureau such

volumes as they think it would be desirable to have examined, and to arrange to have them sent to members of sub-committees for examination. After books have been examined by the members of a sub-committee they will have to be returned to the secretary with recommendations and comments. The chairman and secretary should have the power to fill vacancies in the sub-committees. It is thought safe to place on lists to be recommended for purchase all books that are recommended by every one of the three members of a sub-committee. It is proposed that a list from books approved be prepared and printed once a month by the chairman and secretary of the general committee and sent to such members of the club as wish for it, gratuitously, and to such other persons and to such institutions as desire to subscribe for it at a price to be fixed by the committee. It is proposed that such notes be appended to entries in the list as seem desirable to the general committee. It is not intended to have books for young children examined, but to depend for recommendations of books of that kind upon the kind offices of the Ladies' Commission and the Church Library Association. The income of the club seems to be ample for paying the expenses which would have to be incurred for postage, expressage, and printing, in carrying out the plan recommended." [Signed].

Samuel Swett Green, Gardner M. Jones,
Harriet A. Adams, Ellen M. Whitney.
[Mrs. Mary E. Morrison not present.]

The report was accepted.

A nominating committee reported the following list of officers for the ensuing year: *Mr. W. I. Fletcher*, Amherst College Library, Pres.; *Mr. W. E. Foster*, Providence Public Library, Vice-Pres.; *Miss E. F. Whitney*, Vice-Pres.; *Miss M. E. Sargent*, Medford Public Library, Treas.; *Miss E. P. Thurston*, Newton Free Library, Sec.

The report was accepted and the secretary instructed to cast one ballot in favor of the above names, and they were declared elected.

Adjourned about 3:30 o'clock.

The members then took carriages for an hour's drive about Concord's various places of interest.

E. P. THURSTON, Secretary.

Library Economy and History.

GENERAL.

THE ALTHORP LIBRARY. In *London Graphic*, Aug. 20, p. 230.) With view of one room.

"The Althorp Library is to the bibliographer a joy forever; but the serious student would doubtless find the nearest free library of greater service."

DR. LIPSIUS, Theological Professor of Jena, who died Aug. 19, has directed that his library—a collection of great general interest, especially in respect of complete series of magazines—is not to be dispersed, but shall be disposed of in its entirety. The whole has now been catalogued, and copies of the catalogue may be obtained, as well as further information, from Prof. Baumgarten, Jena.

LOCAL.

Auburn (Me.) P. L. A. (Rpt.) Added 1300 (457 bought); total, 4700; issued, 11,474. The treasurer's rpt. shows a deficiency of \$146.45, which is fully covered by amounts due the association. The library was open 282 days.

Arlington, Mass. On Sept. 29, at full town meeting, appropriate action was taken on the gift of the new public library building.

The building is the gift of the late Mrs. Eli Robbins, of Brooklyn, N. Y., who wished to perpetuate the memory of her husband in the town where both were born and passed their earlier years, and it will be known as the Robbins Memorial Library. The site is near the centre of the town on the road to Lexington, upon ground on which the old Nathan Robbins' mansion formerly stood, and within sight of the spot where the men of Menotomy struck a blow for liberty on the memorable 19th of April in 1775. The work of construction was begun in 1888, and since the death of Mrs. Robbins the task of supervision has been performed by Winfield Robbins.

The building, which is Italian Renaissance in style, and bears a strong resemblance to the new Boston Public Library, is 55 by 110 feet in size, and is constructed of pale buff Amherst stone, with a thick green slate roof and copper ridges and gutters. The basement contains the janitor's apartments, store-rooms, blindery, boiler-rooms, and cellar. The first floor contains the main hall, 36 x 18 feet; reading-room 45 x 35 feet; book-room, 50 x 25 feet; room for periodicals, 24 x 18 feet; committee-room, 12 feet square; librarian's room, 12 x 18 feet, and the private and public toilet rooms. In the second story is the gallery, 83 x 31 feet; study-room, 16 feet square, and a lecture-room in the mezzanine story, 42 x 14 feet.

The vestibule is finished in Knoxville marble with Levanto marble pillars at the main entrance; the main hall, which is entered under vaulted arches and a rotunda extending to the top of the building forty-five feet above, is finished with a Knoxville marble floor in rose pattern of various colors, and a fifteen-foot wainscot of Iowa marble. The reading-room has a vaulted ceiling twenty-four feet high, painted in blue and gold arabesques, and is finished in antique oak to the spring of the arches, with carved pilasters, frieze, brackets and cornice. The floor is marble mosaic with a beautiful border six feet wide. A handsome fireplace adorns one end of the room and there are large niches opposite to the windows for paintings. The book-room is fireproof and has iron book-stacks, galleries, and stairs. It is capable of holding 60,000 v. The room for periodicals has a marble mosaic floor, is finished in antique oak, with frescoed walls, and adjoins the committee-room, which is finished in a similar manner. The librarian's room is of mahogany finish, with a quartered oak floor, and the gallery is finished in ivory white. In the middle of the gallery is the upper part of the rotunda, with a gilded dome supported by eight carved Corinthian columns. The furniture of the rooms is of the best quality of antique carved oak.

The building is lighted by gas and electricity and will be heated by indirect radiation, either by steam or hot water methods. The cost is about \$150,000.

The library has been endowed with \$50,000 by Elbridge Farmer, a brother of Mrs. Robbins.

Arrangements for the dedication were made at the meeting.

Augusta, Me. Lithgow L. A. At a meeting of the library trustees on Sept. 16, it was decided that a new library building must be erected. The association had available about \$16,000, to which they hoped to add \$15,000. A subscription was started by J. W. Bradbury, president of the board, who promised \$1000 provided at least four others could be found who would give a like sum and a total subscription of \$10,000 could be raised in three months. By Sept. 22 three gifts of \$1000 each had been received by the association from Horace Williams, Emery A. Sanborn, and James G. Blaine, and on the following day two contributions of \$1000 each were made by Mrs. H. S. Lombard and Mrs. S. Ladd Fuller—the entire \$6000 having been raised within a week. Another \$1000 was given on Sept. 28 by Dr. H. M. Harlow, and on Sept. 30 \$1000 was contributed by Hon. Joseph H. Williams. Only \$2000 remains to be collected, and the trustees are confident of securing it long before the specified time.

By a former vote of the trustees, any donor of \$1000 can have an alcove in the new library named in his honor, or bear the name of any one he may designate.

Brooklyn, N. Y. Pratt Institute. The *Pratt Institute Monthly*, vol. 1, no. 1, appeared on Oct. 2. It is an attractive 20-page journal, devoted to the interests of the institute in all its departments. The library is represented by a "Library Bulletin," which "will contain, from month to month, monthly statistics of the library, record of the month's accessions, classified by subject; announcements pertaining to the library and library classes; book notices and literary miscellany." It will "also give from time to time lists of reading on various subjects, courses of study as arranged by or for clubs and classes, articles on books and authors, suggestions as to the use of the library, and a series of papers on the great libraries of the world. The attention of special students will be called to new books and articles in their line, and the library will make it a special study to notice desirable books for children's reading as such appear in print." A subject list of 56 books—summer accessions—is given, without call numbers as "at the time of going to press the volumes had not been closely classified. . . . Hereafter the list of accessions will always be accompanied with the numbers." The *Monthly* will appear in the future on the 15th of each month.

Chicago, Newberry L. On Sept. 23 Dr. Poole talked to nearly 100 young women of the Back Lot Society, of Evanston, on old books, sketching the origin and history of printing, and showing them many of the treasures of the library.

Chicago P. L. (20th rpt.) Added 14,694; total 177,178; issued 1,414,469 v. (fict. and juv. 62,717); 700,917 periodicals; card-holders 48,228

The 28 branches issued 407,790 volumes. 91 employees were paid \$57,717.09. The binding cost \$7079.85; the 704 periodicals cost \$3410.95. The report contains a pleasing view of the new building.

"The establishment of branch reading-rooms, in addition to our delivery stations, in convenient places within the city, has proved to be most popular and useful. They have been furnished with a useful and large set of books for reference, while such periodicals are kept on file as suit the character of the neighborhood. In the work of replacing attractions of the baser kind by those of a higher order, the library has, in this quiet manner, taken an effective part. The reference-rooms of the main library, as well as those of the branch reading-rooms, being open on holidays as well as on Sundays, offer the most admirable inducements for the promotion of quiet study and intellectual recreation."

Cincinnati (O.) P. L. The library trustees are contemplating the introduction of music in the circulating department. Trustee J. H. C. Smith, who is in favor of the plan, wrote to Miss Kelso, librarian of the Los Angeles P. L., asking whether such an innovation was productive of satisfactory results, and received a reply as follows:

"We have had music in circulation for three years, and I think it one of the most popular features of the library. It is all of the classical order. The effect upon the musical culture of our people has been wonderful. It serves to hold as members a class of people that usually do not use the library, although its principal support is by taxation, and keeps a friendly interest that is so necessary to the progress of a library."

"We got the music in paper, Peters' and Litloff's edition, and had it bound in flexible leather covers at an average cost of 35 cents per book. Our circulation has doubled since the report I sent you. Oakland City has put in a collection of music and writes, 'Success beyond expectation.' I should largely increase *ensemble* music, four hands piano, violin and piano, etc., etc. We have not half enough to supply the demand. We consider our music as important as fiction in adding to our resources. We have Cincinnati musicians living here, who say our music collection is a small consolation for the lack of Cincinnati's advantages in the musical line."

Cornell Univ. L. "The interesting exercises at the opening of the new library building in October, 1891, have been printed in a fine quarto pamphlet, illustrated in a way to give a good idea of the beauty and aptness of the structure, which seems ideally well placed (on a hillside) for indefinite enlargement of its stack-room. Portraits of Mr. Henry W. Sage, who generously bore the cost of erection; of ex-President White, who bestowed his remarkable historical collection upon the library; and of Mrs. Jennie McGraw-Fiske, after Miss Whitney's medallion, are likewise inserted." — *Nation*, July 14.

Detroit (Mich.) P. L. Librarian Utley submits the following suggestions to the various fall and winter study classes of the city:

"The various reading clubs and classes of the city are now preparing for their fall and winter work. They are arranging their programmes and choosing topics of study. They rely very largely upon the Public Library to supply the books needed. If, when they have decided upon a subject, and selected the books desired, they will hand in their lists at the library, they will do themselves, as well as others, good service. This will enable the library to procure such books as are not already on the shelves, and to establish such regulations for their circulation and use as will serve the convenience of the greatest number of persons. Several clubs, it is known, are intending to take up the study of Greece. In fairness to all, an equal opportunity should be afforded to all to make use of the library books relating to this subject. If informed beforehand what books are likely to be wanted, or what subjects are to be studied, the librarian will adopt such measures as will insure to everybody an opportunity to make use of the most desirable books."

Exeter, N. H. The new Public Library building is to be erected at once on the site of the old county building. The library started from a reading club in 1850, the members of which contributed books and pamphlets. In 1853 the town agreed to pay the sum of \$300 annually for the support of the enterprise, which amount has since been increased to \$500. The library has now over 8000 v.; an income of \$5000 from the estate of the late Dr. Charles A. Merrill is devoted to the purchase of books. The design for the new building is in classical character. The central feature is a round arched porch, crowned by a gable, in which is a rich-moulded terra-cotta cartouche, on which appears the inscription, "Public Library." The front shows a full breadth of 52½ feet. The central porch, standing four feet forward of the main front line, occupies, with its flanking piers, 21 feet. The entrance arch, 16 feet high, gives a 13-foot spanning upon a porch eight feet deep. The building will be of yellow brick, of rich, soft color, with light granite for underpinning, window sills, and caps. The central hall, 11 feet wide and 20 feet long, will form the delivery-room, and on the right and left will be a reading-room and a museum which will be 18 x 25 feet and 15 feet in height. The rooms are so located that the librarian, as he sits at his delivery-desk, has an oversight of them as well as of the delivery-room which he faces. The stock-room, immediately behind the librarian's desk, is 25 x 33 feet. Its height is 16 feet, so that when occasion requires there can be two stories for books, with iron spiral stairs and light galleries. There is a cellar under the whole structure. A small side wing 10 feet wide, 19 feet long, and 9 feet high, will be used for unpacking, sorting, covering, and mending of books.

Hartford (Conn.) F. L. The library opened in its new building September 15, on which day 386 cards were issued. The new rules regulating

the use of books were given out on Sept. 14. They are as follows:

"Immediate notice of a change of residence must be given to the librarian. Neglect to do this will subject the holder to a forfeiture of privileges.

"The registered holder of a card is responsible for all books drawn, by whomsoever it may be presented. To avoid responsibility for books lost by unauthorized persons, a registered holder should give immediate written notice to the librarian of the loss of the card. The lost card will be replaced at once, upon the return of all books drawn on the same and the payment of ten cents.

"Any person wishing a book from the open shelves should take it to the loan clerk for registry. The books marked "reference" are not to be loaned.

"Only one book may be taken out on each card except in case of a work in several volumes.

"Ask for a book by writing its number, author, and title on the call-slip. In the case of novels the numbers may be omitted.

"If requested on the call-slip, the librarian will select books for an applicant, except on Saturday afternoon and evening.

"Books, except novels and stories, may be reserved, if the library card is left at the loan-desk.

"Books, except those marked "one week," may be kept two weeks, and if returned to the library for the purpose, may be renewed for two weeks more. One week books are not renewable.

"A fine of four (4) cents for one-week book and two (2) cents for a two-weeks' book will be charged for each day that the same is kept over time, and this fine must be paid before another book can be taken on the same card.

"In all cases where there has been diphtheria, scarlet fever, measles, or small-pox in a house during the time that a book belonging to the library has been there, the fact must be reported to the librarian when the book is returned."

Hoboken (N. J.) P. L. Complaint is made that the present quarters of the library are entirely unsuitable. They are too cramped, and from a sanitary point of view hardly fit for the library employees or the reading public. Most of the time the library is overcrowded, and in consequence of the small quarters and the low ceiling the atmosphere is anything but pure. The shelves are unable to hold all the books, and the floor has to be used for this purpose.

At a meeting of the Board of Trustees on Sept. 28 a plan was presented whereby the trustees may be authorized to issue bonds for a library building, and it was decided to draft a suitable bill for presentation at the next legislature. A copy of the proposed bill will be sent to every free library in the State.

Massachusetts. FREE public libraries. (In *Boston evg. Transcript*, Sept. 9.) 1½ column.

An account of the Free Public Library Commission.

The Massachusetts F. P. L. Commission will send to all the public libraries in the State a cir-

cular asking for information which will be used in preparing an exhibit for Chicago which will form a part of the general educational exhibit of Massachusetts. This inquiry is under the charge of Mr. C. B. Tillinghast, the State librarian, who is one of the members of the commission. The information gathered will include such points as the number of bound volumes in the library, the circulation of books for home use, the appropriations by the towns and cities for the support of their several libraries in 1891 and 1892, the money which the library receives from the dog tax, its income from other sources, if any; what it costs to run the library, the outlay for books in the last financial year, and the number of branch libraries within the municipality. It is the plan of Mr. Tillinghast to have a map prepared for the Chicago exhibition which will show for every town and city in the State the number of volumes in its public library and the total population. These figures can be placed with distinctness upon a map of the State some four or five feet long, and they will show not only the actual extent of the free public library system, but the extent to which the people of the several towns are supplied with good reading through public agencies. The blank space at the sides and bottom of the map can be utilized for the publication of further statistics regarding these libraries. It is also proposed to issue the same in reduced form convenient for circulation as a pocket map, so that the presentation of facts may become more familiar.

The *Boston Transcript* of Sept. 9 has a column article describing and praising the work of the commission. An interesting statement is "that wherever a library is made free its patronage increases several fold. This is the invariable rule. It may be explained as one pleases, but Mr. Tillinghast says that it is only the fact he is concerned with, and that is that just as sure as any library formerly exclusive is opened free to the public the number of readers greatly increases. One instance is mentioned where the annual number of readers rose during the first year after the library was made free from 1100 to 7000 and the number of volumes circulated from 41,000 to over 150,000. This is about the proportion which is usually observed when such a change occurs. There has just been received a letter from one of the largest libraries in Connecticut asking questions about the expense of administration of a library with from 20,000 to 25,000 books. This very library was formerly controlled by an association, but it was made free, and the consequence was that the number of its readers was increased six-fold, and the circulation of its books was much enlarged. . . . There is something in the fact that a library is free, it is said, which seems to make it far more popular than is possible even when the fee charged for the use of books is only nominal. The mere fact of a charge seems to take away all the charm about the library. An annual fee of twenty-five cents for the use of a library will practically shut out the public, while the removal of the fee will make the rooms busy places. Of course the twenty-five cents per year is too small a matter for consideration on the part of many who use the library, but

the fact remains that a small fee will make a library deserted which would be crowded if the use of the books were absolutely free."

Milwaukee (Wis.) P. L. The trustees at an adjourned meeting on Sept. 21 postponed indefinitely the election of a librarian. By a unanimous vote the salary of Miss West, the acting librarian, was raised to \$2500 a year. A number of the trustees expressed themselves as desirous of letting the election of a librarian go over until the annual meeting in May, 1893, when it will be necessary to elect, as Mr. Linderfelt's unfinished term will expire then.

New Haven (Conn.) F. P. L. Added 3730; total 15,978; issued 128,467 (an increase of 7522, the most of which increase may be attributed to the new building); issue of fiction 78.1%, being 4% less than the previous year. "A large increase in the number of books purchased has increased the expense of cataloguing books, and the increase in the work of keeping the large building in order and attending to the increased demand for books has necessitated a larger force and, consequently, an increase of the salary expenses."

The librarian says: "A practical illustration of the practical utility of public libraries to the business man recently came to my notice. A member of one of the largest building firms in the country stated publicly that he had as much work as could be done away from the building he was erecting in the city of Worcester, because his men could find directions for doing any unaccustomed piece of work by consulting the public library."

Newark (N. J.) P. L. On October 17 the library will complete its third year of existence and the new registration of card-holders will begin. The cards were originally issued for three years, and those persons whose cards have expired will be obliged to make out new applications and receive new cards.

At present the cards issued from the library are of three colors. Non-residents are given a green card; residents receive cards of yellow manilla cardboard, and residents who have lost the cards first issued them have received salmon-colored cards. The new cards to be given those holding expired cards will be gray in color. Non-resident or duplicate cards will remain unchanged, and the salmon-colored card will be abandoned.

Newport, R. I. Redwood Library. (162d rpt. Added 890; total 37,181; issued 11,282 (fict. 6799))

North Brookfield, Mass. On September 19 Erasmus Haston offered to give outright to the town of Brookfield \$20,000 for a public library building, or \$30,000 for the same purpose, providing the town would pay interest on the latter sum at the rate of 3 per cent. a year during his life and that of his wife. At a meeting of the library trustees on September 27 it was decided that the \$30,000 should be accepted and \$10,000 raised to buy a suitable site.

Piedmont (Ala.) L. A. has started its work with 75 volumes, paid for by individual subscriptions to the library of \$3.50 per head, each member being allowed to select three volumes and permitted to draw one volume at a time from the library.

St. Louis (Mo.) P. L. It is expected that the new quarters of the library will be ready for occupancy by November 1, and early in September

the library force began packing away in boxes the least-called-for books, and making such other preparations as will tend to shorten the time necessary to transfer the library from its present to its new quarters. In an interview with a *Chronicle* reporter, September 7, Librarian Crunden said in regard to the removal:

"If the new building had been ready by August 1 it would not have been necessary to close the library. As it is, however, we will have to close for a short time. The work of removal will, however, be vigorously pushed. I have had no experience in moving, but I expect to move and have everything in order in less time than that in which the second removal of the Mercantile Library was accomplished. That removal occupied 55 days, during which the library was closed. Just as soon as one room in the new building is ready, I will begin the work of removal, beginning with those books least called for, which are now being packed in boxes ready for transfer. The library will be kept open in the present quarters as long as possible. As we have over 80,000 volumes in the library now, the work of removing and rearranging them is one of considerable magnitude.

"On the second floor, and on the Olive Street front of the new quarters, will be a room 40 x 35 feet devoted to newspaper reading. It will contain nothing but newspapers. The library proper will occupy the sixth and seventh floors, each 127 and 110 feet, giving, with the newspaper reading-room, 57,280 feet of space. On the sixth floor will be the circulating library. The delivery-room will be 53 x 34 feet and will be entered from the elevator hall. Across the last end of the room will be the delivery desk. In this room a space near the desk, 12 x 18 feet, will be reserved for the use of persons desiring to look over new books and make selections. On this floor also is a room to be known as the 'Teachers' and Technological Department,' for the use of teachers and those desiring to consult technical works. On the seventh floor will be a reading-room for men, 60 x 64 feet, and one for ladies, 18 x 40 feet. In this room will be kept the government documents and bound newspapers. On this floor also will be the reference-room, for the use of students, newspaper men, and those desiring to consult reference works. The alcoves of this room will be open for access to those admitted. They will be permitted to take and return the works desired from the shelves themselves. Only persons known or whom we think proper to be thus trusted will be admitted to this department.

"Adjoining the reference-room is the art-room, which will contain bound works of art. There is also the catalogue-room and the board-room and the librarian's office on this floor. There is an abundance of light in every room. I think after we are established in our new quarters we will be able, with the same assistance as at present, to do 20 per cent. more work. I expect to have more work to do. As soon as we have moved we will receive 10,000 volumes by gift. I have been holding off accepting them until after removal, having no place to put them for lack of room. This gift only verifies the prediction I made when I said that as soon as we should be able to get into fire-proof quarters we would receive numerous large gifts of books."

Seneca Falls (N. Y.) L. A. First annual meeting of the association was held on September 26. There are now in the library 2000 v., 500 of which were purchased, the remainder being contributed by members. The reading-room was opened to the public on November 15, 1891, and the books put in circulation January 1, 1892. The membership dues are \$2 yearly or \$1 for six months.

Setauket, L. I. The Emma S. Clark Memorial L., founded by Thomas G. Hodgkins in memory of his niece, was opened on October 3 with an address by John Elderkin. The library is situated on rising ground in the centre of the village and is a substantial brick structure, fitted with all modern appliances for proper lighting, heating, and ventilating. It has a handsome window as a memorial of Miss Clark, is already well stocked with books, and Mr. Hodgkins has provided for its care and maintenance. The trustees are: Thomas G. Hodgkins, president; Captain Israel B. Tyler, secretary; Dr. M. L. Chambers, Captain William Henry Edwards, and John Elderkin.

In the course of his address upon "The Uses of a Village Library," Mr. Elderkin said: "In collecting the books which are already placed in this library, and which form only a first instalment of its contents, the object which has been kept in view has been to present books which this community will read. The bulk of the books, like the bulk of every popular library, is fiction. The novel is the only popular reading, except the newspaper, and the only rival that the newspaper has in the field of literature. . . . The main purpose and use of the library are to cultivate the reading of good books. Even in this day of cheap reading-matter books are an expensive luxury in many houses where the necessary knowledge and curiosity to read them exist. How many would enjoy Sir Walter Scott, Thackeray, Tennyson, Charles Dickens, Washington Irving, Fenimore Cooper, Hawthorne, and many others less famous and significant writers did not the circumstances of their lives place these works beyond their reach! The generous founder of this institution has laid this community under an obligation which is heartily acknowledged. The good work is not so much for us as for posterity. Few of us can hope to enjoy the ripe age which our friend has attained. During a long life—he is now nearly 90—he has made the atmosphere a study; and it is his belief that only by breathing pure air we are led to higher conditions of life and morality. It will be the study of the trustees to make Mr. Hodgkins' views effective by the introduction of works containing information on this important subject. His great donation to the Smithsonian Institution, a large portion of which is to be devoted to investigating the effect of the atmosphere on human life, will doubtless result in much that is new and valuable, all of which will find a place here."

Waterbury, Conn. Silas Bronson L. (23d rpt.) Added 2304; total 51,218 (besides 800 v.) of school-books that have not been cataloged for lack of shelf-room; issued 65,350 (fict. 81.2 %). During the 305 days the lib. was open 2226 v. were issued for ref. and reading-room use; 27 v. are reported missing; total no. card-holders 5567.

"By request a small collection of books in the

Swedish language, about 100 v., have been added to the library. They are mostly histories or historical novels. They are much read, and the addition of a few volumes occasionally would be a favor fully appreciated by those who can only read Swedish. There are 424 volumes of German novels in the library and 376 in the French language. There are a few books in these languages in the other departments."

The librarian says: "Besides ordinary methods, not a few special efforts have been made to enlighten the community on the character and value of the contents of the library, but that they have not been successful is evinced by the fact that not a few of our most intelligent citizens honestly believe that it is little more than a very large collection of novels. Some who have used its reference-books for years, and who admit that it rarely fails to furnish the books or the information they seek, still insist that it is for the most part a library of fiction, and in proof point to the fact that more than 80% of books drawn out belong to this class. If it could be impressed on the minds of these people that of the more than 50,000 v. it contains, less than 12% belong to this class, or in other words, that in every 100 books there are only 12 novels to 88 that belong to other classes, it would correct a false notion and, possibly, lead some to use the library who seldom if ever visit it because they do not know how large and rich a store of other books it contains."

"The resolutions passed at the last annual meeting, authorizing the librarian to issue extra cards to teachers in all the schools, public and private, in the city and town, and also to furnish, free of cost, a copy of the catalogue or finding-list to each school, were carried into effect as soon as possible, and the issuing of cards was begun on the 1st of last November. Up to the close of the official year, ten months, 44 teachers had availed themselves of these privileges. To the 44 teachers 220 cards were issued, some taking less than the 6 to which they were entitled. The whole number of books taken out on these cards was 849, an average of 19 v. to each teacher. The result of this effort to make the library more useful to the schools has not yet equalled my expectations."

"It is acknowledged that there are serious obstacles in the way of the best use of our books, but these will disappear in the new building so soon to be."

Westboro (Mass.) P. L. Added 256; total 8004; issued 29,873.

"In a community with no material growth in population we find an increase in two years of 20 per cent. in library patronage, and the number of books taken from the library in a single year large enough to make an average of six books for each of the inhabitants of the town."

FOREIGN.

Ayr, Scotland. On Oct. 5 the corner-stone of the Memorial Library presented to the town by Andrew Carnegie was laid with elaborate ceremonies. Almost the whole town took a holiday, and notwithstanding the hostility of the working people, a great crowd was present. Mrs. Carnegie laid the corner-stone and the Mayor, after delivering a speech of thanks, presented Mr.

Carnegie with the freedom of the city. Mr. Carnegie spoke at considerable length. Part of his remarks was as follows: "I feel more strongly bound than ever to devote the remaining years of my life less to aims ending in self and more to the service of others, using my surplus wealth and spare time in the manner most likely to produce the greatest good to the masses of the people. From these masses comes the wealth which is intrusted to the owner only as administrator."

Cassel, Germany. SCHERER, Dr. Carl. Die Kasseler Bibliothek im 1. Jahrh. ihres Bestehens (16. u. 17. Jahrh.). Kassel, A. Freyschmidt in Komm, 1892. 39 p. 8°. 80 m.

Glasgow, Scotland. Mitchell Library. (11th rpt. for three years, 1889-91). Added 9934; total Dec. 31, 1891, 90,537; issued 555,211 (fiction 9.72%). "While the present building was being remodelled," (18 months) "the magazine-room only was open to the public, the books being entirely inaccessible. The complaints of the inconvenience to the reading public were numerous and well founded, but no remedy could at the time be provided by the committee, who were the more deeply impressed with the great value of the library as an educational institution, and whose regret was increased that the citizens had not realized the importance and the necessity of adopting the Free Library Acts."

The reading-room, 78 x 45, accommodates about 200 readers, and is already too small. The ground floor contains a range of book-cases in which are placed that portion of the library which is in most frequent demand; the service counter, nearly fifty feet long, with catalogues, readers' tickets, etc., is immediately on the right of readers as they enter, and but a very few feet distant from 25,000 or 30,000 of the most popular books. Other books less frequently required are arranged in the cases on the walls of the reading-room and in the gallery, and the newspaper files for the most part in the basement.

The rooms on the first floor are arranged for the use of magazine readers, for students, and for ladies.

The second floor has storage for 150,000 volumes and accommodation for 400 readers.

The report has two plans.

Leeds (Eng.) F. P. L. (22d rpt.) Added 4477; total 174,455; total cost £28,542 12s. 6d.; issued 901,600; visitors to the news-rooms 1,485,244.

"A branch of the Emigrants' Information Office has been opened at this library where all intending emigrants can be supplied with the official circulars, handbooks, and others particulars (wages, resources, etc.) of the various colonies.

"There is a decrease of 2549 in the number of vols. issued. Perhaps the difficulty of access (84 steps) [to the reference library] militates against its success, and if this could be overcome I have no doubt the contents of this department would be much better appreciated.

"Three branches for home reading have been entirely closed, and juvenile libraries formed for the scholars in the schools where these branches were. Five additional juvenile school libraries have been established during the year, making

the total number of the school libraries 19, and two others have been largely augmented."

Naples. Biblioteca Nazionale. The mss. of the Naples National Library are being newly arranged in a manner which renders them more available to the public. Among the most important are a martyrology of the 11th century, and two Testaments of the same century richly illuminated. Among the mss. in the Hindoo, Chinese, Arab, Persian and other languages the Persian are the most beautiful. Very valuable are illuminated mss. of the "Divina Commedia" of the 14th and 15th centuries.

Librarians.

COOLBRITH, Miss Ina D., has been summarily retired from charge of the Oakland (Cal.) F. L., after 17 years of worthy service. Miss Coolbrith is well known as a poet of exceptional merit, and her name will always be associated with the early literary development of California, which produced Bret Harte, Mark Twain and Charles Warren Stoddard. The *Oakland Times*, of Sept. 29, in a column editorial on her retirement, says:

"This sudden and peremptory action will not meet with favor in this community, and not only will disapproval be heard in Oakland, but throughout the State and beyond its borders will earnest, decided protest be manifested. Miss Coolbrith's place in the world of letters is somewhat superior to the position she holds as librarian of the Oakland Free Library. Her reputation is national; that of the Oakland Free Library is not. The library is merely a means of livelihood for one of the sweetest singers in the American choir of poets, a fact that the trustees seem to ignore. . . . As a matter of fact and as can be easily proved by indubitable evidence, the Oakland Library owes more to the intelligent care and unceasing labor of Miss Coolbrith than to any other factor that has contributed to its present status as a public institution. She has devoted the best years of her life to the advancement of its interests. Hampered, handicapped, oftentimes bitterly opposed and always compelled to practice the utmost economy on account of meagre appropriations from the tax levy, she deserves the highest commendation and every credit for what she has accomplished. We do not think it is right or fair that she should be dismissed in this cavalier, almost discourteous manner, without one word of reason or a chance to show that her dismissal is arbitrary, unnecessary and uncalled for."

In an interview in the same paper, one of the trustees is quoted as saying: "We can save about one hundred a month by dispensing with her services. We are going to try and run the library without that much help."

Assistant Librarian Henry Peterson will, it is said, succeed Miss Coolbrith as librarian, and the office of assistant librarian will be abolished.

DAVIS, M., Louise, has accepted the position of librarian in the Lawson-M'Ghee Library, Knoxville, Tenn. Miss Davis graduated in July from the New York Library School, after taking the full two years' course.

Cataloging and Classification.

BORGHESE. *Bibliotheca burghesiana: catalogue des livres composant la bibliothèque de S. E. d. Paolo Borghese, prince de Sulmona.* 3^e partie (Musique). Rome, Vincenzo Menozzi, 1892. 64 p. 8°.

BORGHESE. *Liste des prix d'adjudication des livres composant la bibliothèque de S. E. d. Paolo Borghese, prince de Sulmona.* Première partie. Rome, Vincenzo Menozzi, 1892. 62 p. O.

BRIGHTON (Eng.) P. L. Supplementary catalogue of the Victoria lending library; added a catalogue of the Brighton and Sussex books in the reference library. Brighton, 1892. 11 + 84 p. O.

GRACKLAUER, O. *Deutscher Journal-Katalog f. 1893; Zusammenstellung v. üb. 2690 Titeln deutscher Zeitschriften, systematisch in 38 Rubriken geordnet.* 29. Jahrg. Lpz., O. Gracklauer, 1892. 68 p. 8°. 1.35 m.

HARDY, G. E., Principal of Grammar School No. 82, N. Y. City, and Chairman of the Committee on Literature of the N. Y. State Teachers' Association. Five hundred books for the young; a graded and annotated list. New York, C. Scribner's Sons, 1892. O., net, 50 cents. A limited number of interleaved copies at \$1, net.

"The 500 titles are arranged in 7 groups: (1) General literature, including poetry, (2) History and biography, (3) Geography, travels and adventures, (4) The arts and the sciences, (5) Fiction, (6) Fairy tales and mythology, (7) Miscellany. The titles in each of these groups are divided into grades, showing at a glance the books that are adapted for young readers of different stages of intellectual development. For example, one finds in the first and second grades, under 'Fiction,' seven classics that have been translated into words of one syllable—'Swiss Family Robinson,' 'Robinson Crusoe,' etc.; while in the sixth grade are included such novels as Dickens' 'Tale of Two Cities,' Hawthorne's 'Marble Faun,' and Stockton's 'Rudder Grange.' Each title states the number of pages in the book, the publisher, whether illustrated or not, and the price; and is followed by a brief paragraph describing the contents of the book."—*Book Buyer*.

The HARVARD UNIV. bulletin for October includes a supplementary index to the subject catalogue and the end of "Special collections in American libraries."

HARVARD UNIVERSITY LIBRARY. Bibliographical contributions No. 45 is Notes on special collections in American libraries, by W. Coolidge Lane and C. Knowles Bolton, 82 p. It notices collections in 200 libraries, and contains a full index.

NEW HAVEN (Conn.) F. P. L. April, 1892. Catalogue, pt. 1, containing in one alphabetical arrangement fiction for adults, poetry, etc., under titles and authors' names; most of the other books under subjects; also under authors' names in case of the more prominent authors. n. p., n. d. 234 p. O.

The SALEM P. L. bulletin for Sept. has lists on the "Spanish conquest of America, 1492-1600," and "J: Greenleaf Whittier."

CHANGED TITLES.

"Enthralled and released," by E. Werner, Worthington, N. Y., 1892, is the same, in another translation, as "Banned and blessed," published by Lippincott in 1834.—JOHN EDMANDS.

FULL NAMES.

Supplied by Cornell University Library.

Kendall, Franklin Mason (Michigan, its geography, history, resources, and government, 1889);

Clouston, William Alexander (Book of noodles, Flowers from a Persian garden, Popular tales). Curtis, George Washington (Horses, [etc.], 1888); [Halliday, Samuel Dumont] (History of the agricultural college land grant of July 2, 1862);

Halsey, Frederic Arthur (Slide valve gears, 1890); Chisholm, George Goudie (Handbook of commercial geography, 1889);

Sterrett, John Robert (Sittington (writes on archaeology)).

Anonyms and Pseudonyms.

Gossip of the century, London, 1892, 2 v., O., is said on the title to be "by the author of Flemish interiors," who is Mrs. Julia Clara (Busk) Byrne, wife of W. Pitt Byrne.

E. B. Lamin, ps. of Valentine Dillon, in "Russian characteristics," London, 1892, 8°.—*The bookman*, London.

E. Nesbit, pseud. of Mrs. Hubert Bland (author of "Leaves of life," "Lays and legends").—*Critic*.

The following are furnished by F. Weitenkampf, Astor Library.

Alas. Eugene Sala, brother of F. Sala, signs his water-colors Alas.

André Laroché. According to the *Collector* (N. Y.), Mar. 15, 1891, Henri Maigrot, known as an artist by the pseudonyms *Henriot* and *Pif*, has also entered the field of literature with the pen-name André Laroché.

Chas. Stuart Johnson, in *Munsey's Magazine*, is the pseud. of Richard H. Titherington.

Claire Brune. Mme. Marbouty, known in literature as Claire Brune.—*N. Y. Times*, Jan. 11, '92.

Clara Bell. According to a writer who signs himself "A New Comer," in Allan Forman's bright and breezy *Journalist*, "Franklin Fyle, of the *Sun*, and his wife are 'Clara Bell,' which popular signature they offered for sale for \$5000 to a Boston man, who accepted the offer."—JOE HOWARD, in *N. Y. Recorder*, Sept. 22, '92, p. 6.

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Dr. W. T. Harris, U. S. Commissioner of Education, Washington (THE authority in such matters), in a letter about these covers, concludes as follows: "I would sum up by saying that it is the first practical solution of the book-cover question."—W. T. Harris.

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